Present: First Selectman Nina Daniel; Selectman Dennis Tracey; Selectman Chris Spaulding; Town Administrator Tom Landry; Administrative Assistant Randi Derene; Police Chief John Troxell; Lachat Town Farm board members: Carole Baldwin and Ellen McCormick, Weston residents.

This meeting was recorded and videotaped. The tapes are available in the Selectmen's office. The meetings are available for viewing online via the Town's website.

Ms. Daniel called the meeting to order at 7:30pm

Pledge of Allegiance led by Chief Troxell

Discussion/decision regarding the contract for Chief Troxell as reviewed by Town Counsel

Chief Troxell stated that his previous contract expired December of 2014. Ms. Daniel stated that she would like to finish reviewing the new 4 year contract with Town Counsel and have it signed by next week. Chief Troxell stated that the contract has been reviewed by the Police Commission and signed by Police Commission Chairman Bill Brady.

Discussion/decision to accept a donation of \$5000 for the Weston Police Department by Michael Offit – Chief John Troxell Mr. Offit is a NY resident but is friends with one of the Weston Police Officers.

This money will be used towards the purchase of new bullet proof vests. Mr. Spaulding made a motion to accept a donation of \$5000 for the Weston Police Department by Michael Offit, Mr Tracey seconded. Motion passed unanimously.

Discussion/decision to authorize withdrawal of up to \$45,000 from the Lachat Endowment Fund to complete the restoration of the farm house – Ellen McCormick and Carol Baldwin of the Lachat Town Farm Commission Ms. Baldwin said that the purpose of the Endowment fund is to cover maintenance and renovation costs, and that the renovation of the farmhouse is being funded by sources other than Town funds. The total needed to complete the restoration is \$90,000, which would be paid in the following amounts: \$45,000 from the Endowment Fund; \$30,000 from the Friends of Lachat; and \$15,000 in funds that were received as a grant for the replacement of the roof that was utilized for other purposes. Discussion followed in which Mr. Landry stated that in order to determine whether the \$15,000 fund amount was used for other purposes, he would need to research the issue. It was agreed that Mr. Landry would research the issue and provide an update to the Board of Selectmen.

Mr. Spaulding asked about doing another round of fundraisers. Ms. Daniel is in support of this project and is looking forward to having the farm completed and have it be an asset to the community. She has asked LTFC to present an operating budget going forward, showing they can be self-sufficient. Ms. Daniel made a motion to approve the withdrawal of up to \$45,000 from the Lachat Endowment Fund to complete the restoration of the farm house. Mr. Spaulding seconded. Motion passed unanimously.

Discussion/decision regarding approval of the green house project for Lachat Farm

Mr. Spaulding moved to approve the construction of the green house on the Lachat Farm property. Mr.

Tracey seconded. Motion carried unanimously.

Lachat Town Farm: update regarding a grant to finish the children's garden— Ellen McCormick and Carol Baldwin

Ms. McCormick stated that they have received a grant for \$8351 for the children's garden/greenhouse. This is a 40% matching grant. Mr. Tracey asked that somebody keep track of the accounting of these grants and the matching funds. Mr. Tracey made a motion to accept a grant of \$8351 from the CT Department of Agriculture Viability Grant. Mr. Spaulding seconded. Motion carried unanimously.

Discussion/decision regarding the Board of Selectmen granting hiring authority to the First Selectman.

Ms. Daniel explained that there is a new position to fill at Town Hall, a 15 hour/week job of an administrative floater. Mr. Tracey moved that according to the Town Charter Sec. 5.1(c) the Board of Selectman grant the First Selectman authority to hire an administrative floater. Mr. Spaulding seconded. Motion carried unanimously.

Discussion/decision to authorize the First Selectman to sign and authorize a grant application to the Office of Policy Management for the restoration of Coley Cemetery. Mr. Spaulding moved to authorize the First Selectman to sign and authorize a grant application to the Office of Policy Management for the restoration of Coley Cemetery for \$2000. Mr. Tracey seconded. Motion carried unanimously.

Accept Keisha Fink's resignation from the Strategic Planning Committee effective immediately. Mr. Spaulding raised the question of whether the Board will fill the positions that are vacant on the Strategic Planning Committee. The issue will be addressed by the Committee Co-Chairs, Dennis Tracey and Jane Connolly. Ms. Daniel moved to accept Keisha Fink's resignation from the Strategic Planning Committee effective immediately. Mr. Spaulding seconded. Motion carried unanimously.

Discussion/ decision regarding appointing Nicki Bleifeld as an alternate member of the Historic District Commission for a term to expire December 31, 2018 and appointing Carol Baldwin as a regular member of the Historic District Commission for a term to expire December 31, 2016, effective immediately. Ms. Daniel made the motion (as amended) Mr. Spaulding seconded. Mr. Tracey asked

about the terms. Ms. Derene stated that she believes they stay in their current term but only their title changes. Motion carried unanimously.

Property Tax Refunds: Mr. Tracey moved to approve the property tax refunds for the total amount of \$3,232.68 as listed on the January 20, 2016 agenda. Mr. Spaulding seconded. Motion carried unanimously.

VAULT TRUST	769.54
VAULT TRUST	410.07
DAILER TRUST	505.17
NISSAN INFINITI	293.01
CHASE AUTO FINANCE	420.59
CHASE AUTO FINANCE	834.3
Total	\$3,232.68

First Selectman's Update:

- a. STEAP Grant: Mr. Landry has applied for a STEAP grant for \$400,000 for renovation of the Police Dept. Ms. Daniel discussed the history of the Police Department and several ideas were discussed. Mr. Spaulding stated he would like to invite Police Commission Bill Brady, EMS president Jon Weingarten and Fire Chief John Pokorny to sit in on a meeting to discuss some of these plans.
- b. Cemetery Grant: As discussed earlier: see agenda item #8
- c. Cohen & Wolf Agreement: This agreement was signed today with minor changes
- d. Open Space Opportunities: David Brant from Aspetuck Land Trust came to discuss possible open spaces in Weston that could be used to create trails that would connect with the Norwalk River Valley Trail. They are interested in purchasing a 38 acre Belknap Property. This property would be available for approximately \$500,000 and would allow Weston to connect to the Norwalk River Valley Trail on Danbury Road in Wilton.
- e. WestCOG Update: Heroin has become a very big problem in the state of CT and specifically in the Town of Weston. It is also an epidemic in Vermont. There is a plea to be conscious of this and to join the fight. Mr. Spaulding added that this will be a priority for the Children& Youth Commission and for our Police Dept. to interface with

the schools and educate our children. Ms. Daniel mentioned another way to keep our children safe is the addition of an SRO Officer.

Discussion/decision regarding the approval of the Board of Selectman minutes from

December 22, 2015 Mr. Tracey moved to approve the Board of Selectman minutes from December 22, 2015. Ms. Daniel seconded. Motion carried unanimously.

The next Board of Selectman meeting is scheduled for February 4th, 2016

Adjourn: 9:11pm

Respectfully Submitted,

Randi Derene, Administrative Assistant

Minutes approved: February 25, 2016

SPECIAL BOARD OF SELECTMEN'S MEETING AGENDA MONDAY, FEBRUARY 8, 2016, 7:30PM TOWN HALL MEETING ROOM

Present: First Selectman Nina Daniel; Selectman Dennis Tracey; Selectman Chris Spaulding; Town Administrator Tom Landry; Administrative Assistant Randi Derene; Finance Director Rick Darling; Department heads; residents and members of the press.

This meeting was recorded and videotaped. The tapes are available in the Selectmen's office. The meetings are available for viewing online via the Town's website.

Ms. Daniel called the meeting to order at: 7:30pm

Pledge of Allegiance- Ms. Ellen Uzenoff led the meeting with the Pledge of Allegiance.

Discussion/decision regarding appointment of a Library Building Committee: Amy Sanborn and Karen Tatarka

Ms. Sanborn stated the library is involved with a renovation. They are using a grant they filed for in 2014, and were just awarded this past summer. In the grant documents, it states there should be a building committee. It will include the current members of the Library Board and the Building Committee. Renovations should be starting in the spring and hopefully reopening before school starts. The library will be receiving a little over \$256,000 from this grant.

Ms. Daniel made a motion to create a Library Building Committee for a term to expire December 31, 2016 consisting of all members of the Town Building Committee (Allen Swerdlowe, David Coprio, Jack Davidoff, William Proceller, Robert Soloff, Richard Wolf and Carrie Pianin) as well as all members of the Library Board of Trustees (Amy Sanborn, Michael Bellacosa, Barbara Groves, Harriette Heller, Anne Hunt, Lynne Langlois, Pam Kersey, Richard Ross and Denis Toner) as well as our Library Director Karen Tatarka. Mr. Spaulding seconded. Motion passed unanimously.

Board of Selectmen review First Selectman's Budget- Ms. Daniel read her Budget Conveyance Letter and then made her Power Point presentation. These documents are added to the minutes.

Discussion followed concerning expected future decreases in debt service,; the reduction in community grants to \$20,000; the library budget and expected increases in children's programming; and the sharing of the costs of the SRO officer between the Town and the School District. to the budget.

Further discussion was had concerning potential ways to collaborate with the school district and with neighboring towns, including Westport, and concerning the place-holder line item for \$200,000 of supplemental appropriations. Mr. Dan McNeil expressed concerns about adding to the BOE budget for payment of the expenses of an SRO.

Meeting Adjourned: 8:37pm

SPECIAL BOARD OF SELECTMEN'S MEETING AGENDA MONDAY, FEBRUARY 8, 2016, 7:30PM TOWN HALL MEETING ROOM

Respectfully Submitted,

Randi Derene Administrative Assistant

Approved: March 24, 2016

SPECIAL BOARD OF SELECTMEN'S MEETING AGENDA TUESDAY FEBRUARY 9, 2016, 7:30PM TOWN HALL MEETING ROOM

Present: First Selectman Nina Daniel; Selectman Dennis Tracey; Selectman Chris Spaulding; Town Administrator Tom Landry; Superintendent Dr. Colleen Palmer, BOE Vice Chairman Ellen Uzenoff and BOE Chairman Phil Schaefer, Director of Finance Richard Rudl, Administrative Assistant Randi Derene; Finance Director Rick Darling; Department heads; residents and members of the press.

This meeting was recorded and videotaped. The tapes are available in the Selectmen's office. The meetings are available for viewing online via the Town's website.

Ms. Daniel called the meeting to order at: 7:30pm

Pledge of Allegiance-Phil Schaefer led the meeting with the Pledge of Allegiance.

Board of Selectmen review Board of Education's Budget-

Dr. Colleen Palmer presented the 2016/17 budget. Investments are being made in technology, keeping up with the transformation in learning. Effective School Solutions is also a key initiative forkeeping special needs students at the school, reducing outplacements. Staffing has been adjusted due to declined enrollment. BOE is making a low request of 1.68%. Health Insurance is an area where there was a slight decrease. Attached is the Superintendents Executive Summary for an overview.

Ms. Daniel asked about the projected growth of \$3 million in the Internal Services Fund. Dr. Palmer responded that it is important to have funds in reserves for unexpected catastrophic claims. Ms. Daniel would like to know why we need an extra million in that fund. Dr. Palmer explained reasons including having a cushion, including switching from self-funded to third party insurance policies.

Mr. Spaulding asked about whether hiring one more teacher at the elementary level will be enough. Ms. Uzenoff said they would have a much better handle on enrollment in August. If they need additional teachers they would request a supplemental from BOF. They keep a close eye on enrollment and are very aware of "talent management"

Mr. Tracey asked about the \$270,000 was budgeted for the first year of the ESS program. He asked the BOE about other districts who have had ESS program and if they were able to reduce the number of outplacements. It is Dr. Palmer's expectation that there will be savings. There is data available but some information is confidential.

Ms. Daniel asked Dr. Palmer about the increase in the administrative budget. The increase in the administrative budget is due to a new school website and the addition of a new teacher. Ms. Daniel would like to put the website on the back burner. Mr. Schaefer stated that there would be a one-time \$45,000 upgrade fee and then an annual maintenance fee of \$26,500. Mr. Spaulding asked if the school priced this project out. Mr. Craig Tunks (Director of IT) stated they need to use Final Site since it is tied into the teacher's web pages.

SPECIAL BOARD OF SELECTMEN'S MEETING AGENDA TUESDAY FEBRUARY 9, 2016, 7:30PM TOWN HALL MEETING ROOM

Mr. Louis Brey was called up to discuss staffing. As enrollment goes down, per pupil costs go up. Salaries and benefits are driving the budget up.

Ms. Daniel's vision for our Weston school system is to have a leading edge in technology. Mr. Tracey stated he would rather put make an investment today in technology – something that can pay off in the future.

Increase in technology budget will increase two positions from 10 months to 12 months and also add a clerical position.

Ms. Daniel asked where could we find savings? Ms Uzenoff stated that everything in the budget is needed. She did say that perhaps maintenance costs could be reduced if didn't want to continue maintaining facilities as we have been. Mr. Spaulding asked why the District is maintaining and replacing oil tanks given the use of natural gas. The possibility of saving funds by reducing costs for oil tanks was discussed.

A discussion ensued regarding moving the Copy Center to North House in Hurlbutt

Ms. Daniel said going forward she would like to see the Town and the schools try to collaborate more in regards to services. IT is now shared... perhaps there are other areas to be considered?

Ms. Denise Harvey (BOE) spoke regarding the schools strategic planning committee about exploring areas of revenue.

Mr. Landry added a review of how the town currently shares services.

Mr. Tracey asked that in future BOE Budget Reports he would like to see a section in the superintendent's report on how the BOE is using technology to improve and reduce the cost of education.

Meeting Adjourned: 9:35pm

Respectfully Submitted,

Randi Derene Administrative Assistant

Approved March 24, 2016

SPECIAL BOARD OF SELECTMEN'S MEETING AGENDA TUESDAY FEBRUARY 9, 2016, 7:30PM TOWN HALL MEETING ROOM

Present: First Selectman Nina Daniel; Selectman Dennis Tracey; Selectman Chris Spaulding; Town Administrator Tom Landry; Superintendent Dr. Colleen Palmer, BOE Chairman Phil Schaefer, Director of Finance Richard Rudl, Administrative Assistant Randi Derene; Department heads; residents and members of the press.

This meeting was recorded and videotaped. The tapes are available in the Selectmen's office. The meetings are available for viewing online via the Town's website.

Ms. Daniel called the meeting to order at: 7:30pm

Pledge of Allegiance: led by Sara Spaulding

Discussion/decision regarding accepting Larry Roberts' resignation from the Strategic Planning Committee effective immediately. Mr. Tracey made the motion to accept the resignation of Larry Roberts from the Strategic Planning Committee effective immediately. Mr. Spaulding seconded. Motion carried unanimously.

Discussion/decision regarding appointing Catherine Revzon to Strategic Planning Committee to fill the vacancy left by Larry Roberts for a term to expire December 31, 2017 Mr. Spaulding made the motion to appoint Catherine Revzon to the Strategic Planning Committee to fill the vacancy left by Larry Roberts for a term to expire December 31, 2017. Mr. Tracey seconded. Motion carried unanimously.

Discussion/decision regarding appointing Dawn Egan to the Police Commission to fill the vacancy left by Jeff Eglash for a term to expire November 7, 2017. Mr. Tracey made the motion to appoint Dawn Egan to the Police Commission to fill the vacancy left by Jeff Eglash for a term to expire November 7, 2017. Mr. Spaulding seconded. Motion carried unanimously.

Discussion/decision to appoint Sharon Shattuck as an Alternate on the Historic District Commission for a term to expire December 31, 2020. Mr. Spaulding made the motion to appoint Sharon Shattuck as an Alternate on the Historic District Commission for a term to expire December 31, 2020. Mr. Tracey seconded. Motion carried unanimously.

Discussion/decision regarding the appointment of Susan Moch as the Moderator and Woody Bliss as the (assistant moderator) Parliamentarian for the ATBM on April 20th, 2016. Mr. Tracey made the motion to appoint Susan Moch as the Moderator and Woody Bliss as the Parliamentarian for the ATBM on April 20th, 2016. Mr. Spaulding seconded. Motion passed unanimously.

Discussion/decision regarding a gift of \$1500.00 for the Weston Police Department made by the Vranos Family Foundation. — Police Chief John Troxell. Chief Troxell stated that these funds are greatly appreciated, and will be put towards the purchase of new bullet proof vests.

Mr. Spaulding made a motion to accept a gift of \$1500 from the Vranos Family Foundation for the Weston Police Department. Ms. Daniel seconded. Motion passed unanimously.

Discussion/decision regarding the Board of Selectmen's review and transmittal of the Board of Education's budget to the Board of Finance. BOE Chairman Phil Schaefer, Superintendent Dr. Colleen Palmer, and Director of Finance Richard Rudl:

Ms. Daniel made some recommendations including deferring the move of the Copy Center and the creation of a new website and reducing the amount allocated to the Internal Revenue Fund. Discussion ensued about other budget items including the SRO, Special Education, and Facilities.

Mr. Tracey made the motion to recommend a reduction in the BOE Operating Budget to \$49,182,488 and a reduction in the BOE Capital Budget to \$484,589 and transmit this budget to the Board of Finance, Mr. Spaulding seconded. Motion passed unanimously.

Discussion/decision regarding the Board of Selectmen's review and transmittal of the First Selectmen's budget to the Board of Finance. The only change was an increase for the Fire Department budget to cover insurance premiums. Ms. Daniel made the motion to recommend an increase in the Fire Department Budget to \$23,200 to include an additional insurance premium of \$4200 on the Insurance line item. Mr. Tracey seconded. Motion carried unanimously.

Ms. Daniel moved to transmit the First Selectman's Operating Budget of \$12,628,839 and a Capital Budget of \$687,100 to the Board of Finance. Mr. Spaulding seconded. Motion passed unanimously.

Adjourn: 10:15pm

Respectfully submitted, Randi Derene Administrative Assistant

Approved: March 24, 2016

Selectmen's Meeting Agenda
Thursday, February 25, 2016, 7:30pm
Town Hall Meeting Room

Present: First Selectman Nina Daniel; Selectman Chris Spaulding; Selectman Dennis Tracey (by phone); Town Administrator Tom Landry; Land Use Director Tracy Kulikowski; Finance Director Rick Darling; Administrative Assistant Randi Derene; residents and members of the press.

This meeting was recorded and videotaped. The tapes are available in the Selectmen's office. The meetings are available for viewing online via the Town's website.

Ms. Daniel called the meeting to order at: 7:30pm

- 1- Pledge of Allegiance: led by Joe Parciasepe
- 2- Discussion/decision to recommend Joe Parciasepe as the Parks and Recreation Program Supervisor. Mr. Tracey moved to recommend Joe Parciasepe as the Parks and Recreation Program Supervisor. Mr. Spaulding seconded. Motion carried unanimously.
- 3- Discussion/decision to accept the resignation of Bob Gardner from the ZBA Board, effective immediately. Mr. Spaulding moved to accept the resignation of Bob Gardner from the ZBA Board, effective immediately. Ms. Daniel seconded. Motion carried unanimously.
- 4- Discussion/decision to appoint Don Scarborough to the ZBA Board to fill the vacancy left by Bob Gardner, for a term to end November 5, 2019. Mr. Spaulding made a motion to appoint Don Scarborough to the ZBA Board to fill the vacancy left by Bob Gardner, for a term to end November 5, 2019. Mr. Tracey seconded. Motion carried unanimously.
- 5- Discussion/Decision regarding the adoption of the 2016-2021 South Western Region Natural Hazard Mitigation Plan Update prepared in collaboration Western Connecticut Council of Governments and the 7 other town in the south western region. Michael Towle, Associate Planner, WestCOG; David Murphy, Milone & MacBroom and Tracy Kulikowski, Land Use Director, presented the plan. This plan is a comprehensive hazard mitigation plan with specific recommendations. It will include improved fire protection such as maintaining fire ponds and fire hydrants. An emergency backup generator for the center of town is being considered. Ms. Daniel made a motion to adopt the 2016-2021 South Western Region Natural Hazard Mitigation Plan Update prepared in collaboration with WestCOG including the 7 other towns in the south western region. Mr. Spaulding seconded. Motion carried unanimously.
- 6- Discussion/Decision regarding adoption of a Plan Document for the Town of Weston's 457 Deferred Compensation Plans. Michael Linehan and Maureen Weir, VOYA Financial; Rick Darling, Finance Director. Presented was a 457 compensation

Selectmen's Meeting Agenda
Thursday, February 25, 2016, 7:30pm
Town Hall Meeting Room

plan that will be available for Town Employees starting March 1, 2016. Maureen Weir will be coming in to meet with employees to answer any questions. Mr. Spaulding made motion to adopt the Plan Document for the Town of Weston's 457 Employee Deferred Compensation Plan effective March 1, 2016, and to authorize the First Selectman to sign the corresponding Adoption Agreement. Ms. Daniel seconded. Motion carried

Mr. Tracey left the meeting.

7- Presentation by Jacunski Humes Architect, Brian Humes, on potential renovation/expansion project for Police Department; Brian Humes, Jacunski Humes architects. Mr. Humes presented renovation/expansion plans using existing Police Department and part of Town Hall.

One of the main concerns was the entrance location for the communication center, specifically in regards to how FD and EMS would have access. Also discussed was where the main entrance to the Police Department should be. It was recommended that this plan is reviewed with Chief Troxell, WVFD President Craig Cohen, WVFD Chief John Pokorny, EMS President Jon Weingarten and Communications Director John Ojarovsky.

8- Property Tax Refunds	Justin Taddeo	835.79
	George Dumitru	6394.85
	Tyler Coleman	13.33
	Marna Novack	686.76
	Brett Kibbe	99.34
	Robb Thomson	544.34
	Jennifer Platek	99.63
	Total	8674.04

Mr. Spaulding made a motion to approve the Property Tax Refunds as listed in the February 25, 2016 BOS Agenda for a total amount of \$8674.04. Ms. Daniel seconded. Motion carried.

- 9- Discussion/decision regarding the approval of the Board of Selectmen minutes from January 20, 2016. Mr. Spaulding made a motion to approve the Board of Selectman minutes from the January 20, 2016 meeting. Ms. Daniel seconded. Motion carried.
- 10- Executive Session: Ms. Daniel made a motion to move into executive session to discuss real estate transaction. Mr. Spaulding seconded. Motion carried.
- 11-Public Session adjourned: 9:30pm

Respectfully Submitted, Randi Derene, Administrative Assistant Selectmen's Meeting Agenda Thursday, February 25, 2016, 7:30pm Town Hall Meeting Room

Board of Selectmen Executive Session Meeting Minutes February 25, 2016 DRAFT

ATTENDANCE: The meeting was convened at 9:34 pm in the First Selectman's Office by Chairman Daniel with Selectman Spaulding and Town Administrator Landry present.

DISCUSSION: The Board discussed any potential interest the Town might have in purchasing a piece of real property.

ADJOURN EXECUTIVE SESSION: At 9:59 pm, a motion (CS, ND second) to adjourn executive session and resume in open session passed unanimously.

OPTION: At 10:00 pm, a motion (CS, ND second) to authorize the First selectman to enter into an option to purchase the building and lot at 48 Norfield Road from the Fairfield County Savings Bank at a price of \$710,00, for an option period to extend to July 1, 2016, at the price of one dollar, carried.

ADJOURN: A motion (CS, ND second) to adjourn the meeting passed unanimously at 10:01 pm.

Executive Session Minutes taken by: Tom Landry

Minutes Approved: April 4, 2016

Board of Selectmen's Meeting Minutes Thursday, March 10, 2016, 7;30pm Town Hall Meeting Room

Present: First Selectman Nina Daniel; Selectman Chris Spaulding; Selectman Dennis Tracey; Town Administrator Tom Landry; Land Use Director Tracy Kulikowski; Finance Director Rick Darling; Administrative Assistant Randi Derene; residents and members of the press.

This meeting was recorded and videotaped. The tapes are available in the Selectmen's office. The meetings are available for viewing online via the Town's website.

Ms. Daniel called the meeting to order at: 7:30pm

- 1- Pledge of Allegiance: led by Fran Goldstein
- 2.- Discussion/decision to accept the resignation of Harriette Heller from the Library Board, effective January 27, 2016. Mr. Tracey moved to accept the resignation of Harriette Heller from the Library Board, effective immediately. Mr. Spaulding seconded. Motion carried unanimously.
- 3. Discussion/decision to appoint Amy Jansen to the Library Board to fill the vacancy left by Harriette Heller for a term to end December 31, 2019. Mr. Spaulding moved to appoint Amy Jansen to the Library Board to fill the vacancy left by Harriette Heller for a term to end December 31, 2019. Mr. Tracey seconded. Motion carried unanimously.
- 4. Discussion/decision to accept Weston Little Leagues' gift of a snack concession stand, valued at \$8500, for the Town of Weston's Bisceglie-Scribner Park ball field.

 Stephen Polizzi, Weston Little League President. Mr. Tracey moved to accept a gift for the Town of Weston from the Weston Little League in the amount of \$8500 to be used to purchase a new (replacement) snack concession stand at the Bisceglie-Scribner Park ball fields. Mr. Spaulding seconded. Motion carried unanimously.
- 8. Discussion/ regarding the Operation Budget and 2016-17 plans presented by the Lachat Town Farm Commission Ellen McCormick and Carole Baldwin The Budget was reviewed as well as their ideas for classes for 2016.
- 5. Discussion/decision to authorize the First Selectman to enter into an agreement to engage an architectural firm to prepare a cost estimate of renovations/repairs necessary to utilize the building at 48 Norfield Road for municipal purposes: Building Committee representatives. Building Committee Chairman Allen Swerdlowe read a statement. (see attached) Discussion followed regarding the role of the Building Committee in past Town projects where the Building Committee typically interviews consultants and then makes recommendations. Mr. Tracey said he would welcome their advice and Ms. Daniel asked that they interview Phil Cerrone and one other architect (Gisolfi). The Building Committee will then

Board of Selectmen's Meeting Minutes Thursday, March 10, 2016, 7:30pm Town Hall Meeting Room

make a recommendation to the BOS.

- 6. Discussion/decision regarding an 8-24 application for the property at 48 Norfield Road. This item will be postponed to a future BOS Meeting.
- 7. Discussion/decision regarding an 8-24 application for the expansion of the Police Department. This item will be postponed to a future BOS Meeting.
- 9. Discussion/decision regarding acquiring independent legal counsel to review the application for the creation of an Active Adult Community District Tom Failla, Planning & Zoning Commission. Mr. Failla recommended Mike Zizka of Murtha Culina. Mr. Tracey made a motion to authorize the First Selectman to engage Michael Zizka of Murtha Culina to provide advice to the Planning & Zoning Commission on the application for creation of an Active Adult Community District, subject to agreement on appropriate engagement letter and resolution of any potential conflicts of interest. Mr. Spaulding seconded. Motion carried unanimously.
- 10. Discussion/decision regarding the Heroin/Opioid Epidemic Michelle Albright, Youth Director. Ms. Albright presented a handout that covers many important facts. The Heroin epidemic targets older people, 20-29 and 45-60. Heroin addiction comes after addiction to other drugs at a younger school age such as opioids frequently prescribed for sports injuries. Ms. Albright's goal is to teach students and parents together. She would also like to work on integrating this program into the high school curriculum.

11. Property Tax Refunds:

Debranne Cingari		1297.4
Daimler Trust		421.45
Daimler Trust		515.28
Phillip Hein		220.97
Paul Scheufele		70.24
Andrea & Mark Davis		8051.97
	TOTAL:	10577.31

Mr. Tracey moved to approve the Property Tax Refunds as listed on the March 10, 2016 Board of Selectman agenda for a total amount of \$10,577.31. Mr. Spaulding seconded. Motion carried unanimously.

12. First Selectman's Updates:

- Weston High School won the Mock Trial Debates and they are going to the National Competition.

- Weston Middle School came in 2nd in the Mock Trial Debates.

13. Adjourned: 9:45pm

Board of Selectmen's Meeting Minutes Thursday, March 10, 2016, 7:30pm Town Hall Meeting Room

- 14. *Mr. Tracey made a motion to re-open the meeting. Mr. Spaulding seconded. Motion carried unanimously.
- 15. Ms. Daniel made a motion to add to the agenda a discussion/decision on engaging NESC for a candidate search for the position of Town Administrator. Mr. Tracey seconded. Motion carried unanimously.
- 16. Mr. Spaulding made a motion to engage NESC for a candidate search for the position of Town Administrator with a limited retainer not to exceed \$5,000. Mr. Tracey seconded. Mr. Tracey made a motion to amend the previous motion adding that because the full contract cost exceeds \$5,000, the expenditure is forwarded to the Board of Finance. Mr. Spaulding seconded. Motion as amended carried unanimously.

18. Meeting Adjourned: 9:50pm

Respectfully Submitted, Randi Derene, Administrative Assistant

Minutes Approved: April 4, 2016

Board of Selectmen's Meeting Thursday, March 24, 2016 Town Hall Meeting Room

Present: First Selectman Nina Daniel, Selectman Dennis Tracey, Selectman Chris Spaulding, Town Administrator Tom Landry, Administrative Assistant Randi Derene, Weston Residents

This meeting was recorded and videotaped. The tapes are available in the Selectmen's office. The meetings are available for viewing online via the Town's website.

Ms. Daniel called the meeting to order at: 7:30pm

Ms. Daniel asks for a moment of silence for Victoria McGrath.

- 1-Pledge of Allegiance is led by: Fran Goldstein
- 2- Discussion/decision to accept the resignation of Ryan Cornell from the Board of Assessment Appeals, effective March 16, 2016. Mr. Spaulding moved to accept the resignation of Ryan Cornell from the Board of Assessment Appeals, effective March 16, 2016. Mr. Tracey seconded. Motion carried unanimously.
- 3-Discussion/decision regarding giving permission to Al's Angels of the 2nd Annual Angel-ade Fundraiser to set up lemonade stands in Weston: Jennifer Rubin

This fundraiser is to benefit children and families affected by cancer and rare blood diseases that are in financial hardship. They will set up in three places: Weston Library, Bisceglie Park and Moorehouse Park.

Mr. Spaulding moved to give permission to Al's Angels of the 2nd Annual Angel-ade Fundraiser to set up lemonade stands in Weston, specifically at the Weston Library, Bisceglie and Moorehouse fields on June 4, 2016 with a rain date of June 5th 2016. Mr. Tracey seconded. Motion carried unanimously.

4- Discussion/decision regarding internal controls and policies

Ms. Daniel reviewed the Town's check writing policies. The Town is also considering appointing a new auditor. Rick Darling has provided advice to Ms. Daniel about our check writing policy. Ms. Daniel just wants to make sure we review our policies with a fresh pair of eyes and make sure nothing needs to be changed or revised.

5- Property tax refunds:

 Wheels LT
 \$261.70

 Daimler Trust
 \$578.85

 Nissan Infinite LT
 \$231.17

 TOTAL:
 \$1,071.72

Mr. Tracey moved to approve the Property Tax Refunds as listed on the March 24, 2016 Board of Selectman agenda for the total amount of \$1071.72. Mr. Spaulding seconded. Motion carried unanimously.

6-<u>Discussion/decision regarding the approval of Board of Selectmen Minutes: February 8th, 9th and 22nd 2016. Mr. Spaulding moved to approve the minutes from the Board of Selectmen Meetings of February 8th, 9th, and 22nd 2016. Mr. Tracey seconded. Motion carried unanimously</u>

7- First Selectman's Updates:

- a. Reminder: Elderly Tax Relief application deadline date: May 16th
- b. Update regarding the selection of an architectural firm for the assessment of 48 Norfield Road. The Building Committee is conducting interviews and will give the BOS their recommendations next Wednesday.
 Ms. Gayle Weinstein asked that Ms. Daniel include the potential of putting Land Use in 48 Norfield as well. Discussion ensued.
- 8- Any other business to come properly before this meeting: None

9- Executive Session:

Mr. Tracey made a motion to move into executive session to discuss "Search Committee Update" and "Real Estate Negotiations". The motion was subsequently amended to limit the Executive Committee to "Real Estate Negotiation" only. Mr. Spaulding seconded. Motion carried unanimously.

Meeting adjourned: 8:56pm

Respectfully Submitted,
Randi Derene, Administrative Assistant

Approved: April 21, 2016

Board of Selectmen's Meeting (Special) Monday, April 4th, 2016, 5:00pm Town Hall Meeting Room

Present: First Selectman Nina Daniel, Selectman Dennis Tracey, Selectman Chris Spaulding, Town Administrator Tom Landry, Administrative Assistant Randi Derene, Weston Residents

This meeting was recorded and videotaped. The tapes are available in the Selectmen's office. The meetings are available for viewing online via the Town's website.

Ms. Daniel called the meeting to order at: 5:00 pm

- 1. Pledge of Allegiance led by: Fran Goldstein
- 2. Discussion/decision to accept the resignation of Marc Butlein from the Parks & Recreation Commission effective March 10, 2016. Ms. Daniel moved to accept the resignation of Marc Butlein from the Parks & Recreation Commission, effective March 10, 2016. Mr. Tracey seconded. Motion carried unanimously.
- 3. Discussion/decision to accept the resignation of Richard Frisch from the Strategic Planning Committee, effective March 24, 2016. Mr. Spaulding moved to accept the resignation of Richard Frisch from the Strategic Planning Committee, effective March 24, 2016. Mr. Tracey seconded. Motion carried unanimously.
- 4. Discussion/decision to appoint Amy Jansen to the Library Building Committee for a term to end December 31, 2016. Mr. Spaulding moved to appoint Amy Jansen to the Library Building Committee for a term to end December 31, 2016. Mr. Tracey seconded. Motion carried unanimously.
- 5. Discussion/decision regarding hiring Phil Cerrone for architectural study and cost estimates for 48 Norfield Road. Ms. Daniel said the Building Committee has submitted their recommendation to hire Phil Cerrone. Mr. Spaulding pointed out that Gisolfi estimate has significant differences as well as a much higher estimate. Allen Swerdlowe, Building Committee Chairman, stated that Gisolfi is a more complex and comprehensive architectural firm which is not needed at this exploratory stage.
 Mr. Tracey moved to authorize the First Selectman to enter into an engagement with Phil Cerrone, as reflected in the proposal (with a cover letter dated March 28th and the proposal dated March 29th) in the amount of \$7100 for architectural study and cost estimates for 48 Norfield Rd. Mr. Spaulding seconded. Motion carried unanimously.
- 6. First Selectman's Updates:
 - a. Ms. Daniel clarifies that updates are not agenda items nor are they up for discussions or decisions. It is just information given to the public.
- 7. Discussion/decision to approve the Board of Selectmen Minutes from February 25, 2016 and March 10, 2016. Mr. Spaulding moved to approve the Board of Selectmen

Board of Selectmen's Meeting (Special)
Monday, April 4th, 2016, 5:00pm
Town Hall Meeting Room

Minutes from February 25, 2016 and March 10, 2016. Mr. Tracey seconded. Motion carried unanimously.

8. Adjourn: 5:18pm

Respectfully Submitted, Randi Derene, Administrative Assistant

Approved: April 21, 2016

Board of Selectmen's Meeting
Thursday, May 5th, 2016, 7:30pm
Town Hall Meeting Room

Present: First Selectman Nina Daniel, Selectman Dennis Tracey, Selectman Chris Spaulding, Town Administrator Tom Landry, Animal Control Officer Mark Harper, Administrative Assistant Randi Derene, Weston Residents

This meeting was recorded and videotaped. The tapes are available in the Selectmen's office. The meetings are available for viewing online via the Town's website.

Ms. Daniel called the meeting to order at: 7:30pm

Pledge of Allegiance: led by Jack Zuch

Discussion/decision regarding authorizing the First Selectman to accept a 2015 Farm Viability Grant for \$8531.20 to be used for the Lachat Town Farm Children's Garden. Mr. Spaulding made a motion to authorize the First Selectman to accept a 2015 Farm Viability Grant for \$8531.20 to be used for the Lachat Town Farm Children's Garden. Mr. Tracey seconded. Motion carried unanimously.

Discussion regarding idea of a Dog Park in Weston: Maria Calamito-Proto and Mark Harper Ms. Calamito-Proto came to the Selectmen with information she collected from other towns that have Dog Parks. (see attached PowerPoint) Mr. Harper spoke about possible hurdles such as zoning and conservation approvals, insurance, environmental impact etc. Mr. Harper will be joining the committee as an advisor and together they will work on moving forward. Ms. Daniel asked that they Dog Park Committee share their minutes after their next meet.

Discussion/decision to approve the Board of Selectmen minutes from April 21st, 2016. Ms. Daniel made a note that the minutes were amended (a motion was added). Mr. Tracey made a motion to approve the Board of Selectmen minutes, as amended, from April 21, 2016. Mr. Spaulding seconded. Motion carried unanimously.

Adjourn: 8:01pm

Respectfully Submitted, Randi Derene, Administrative Assistant

Approved: May 19, 2016

Present: First Selectman Nina Daniel, Selectman Dennis Tracey, Selectman Chris Spaulding, Town Administrator Tom Landry, Director of Parks & Recreation David Ungar, Director of Communications John Ojarovsky, Administrative Assistant AnnMarie Fontana, Weston Residents

This meeting was recorded and videotaped. The tapes are available in the Selectmen's office. The meetings are available for viewing online via the Town's website.

Ms. Daniel called the meeting to order at: 7:30pm

Pledge of Allegiance: led by Elizabeth Pocsik

Discussion/decision to accept the resignation of Brian Collins from the Parks and Recreation Commission effective May 12, 2016. Mr. Spaulding made a motion to accept the resignation of Brian Collins from the Parks and Recreation Commission effective May 12, 2016. Mr. Tracey seconded. Motion carried unanimously.

Discussion/decision to appoint Elizabeth Pocsik to the Parks and Recreation Commission, to fill the vacancy left by Mark Butlein, for a term to end December 31, 2019. Ms. Pocsik spoke about her background with the schools, Weston Swimming as well as with parks and recreation. She feels she has a lot to contribute and would like to see more offerings to keep residents in town. Mr. Spaulding made a motion to appoint Elizabeth Pocsik to the Parks and Recreation Commission, to fill the vacancy left by Mark Butlein, for a term to end December 31, 2019. Mr. Tracey seconded. Motion carried unanimously.

Discussion/decision to appoint Leslie Riback to the Board of Assessment Appeals, to fill the vacancy left by Ryan Cornell, for a term to end November 7, 2017. Ms. Riback, in addition to her experience from being a realtor, she also served as an alternate on the BoAA since December - she has a strong understanding of housing, taxes and values Mr. Tracey made a motion to appoint Leslie Riback to the Board of Assessment Appeals, to fill the vacancy left by Ryan Cornell, for a term to end November 7, 2017. Mr. Spaudling seconded. Motion carried unanimously.

Discussion regarding idea of a Dog Park in Weston: Maria Calamito-Proto and Mark Harper. This item will be postponed until the next meeting.

Ms. Daniel made a motion to add another item to the agenda regarding accepting grant money for bridge repairs. Mr. Tracey made the motion to add to today's agenda the discussion regarding grants for bridges. Mr. Spaulding seconded. Motion carried unanimously. The grants from the state of CT are as follows: \$28,488.00 for the repair of the Davis Hill Road Bridge, \$63,372.80 for the repair of Cavalry Road Bridge, and \$114,208.00 for the repair of the

River Road Bridge.

Mr. Spaulding made a motion to allow the First Selectman to accept the grant money as listed for our bridge repairs. Mr. Tracey seconded. Motion carried unanimously

Discussion/decision to authorize the First Selectman to exercise the powers of the Board as provided in article 5.1(c) of the Town Charter, in regard to matters of offers of employment for prospective part time and seasonal employees, and also for matters related to the termination of their employment. Mr. Tracey moved to authorize the First Selectman to exercise the powers of the Board as provided in article 5.1(c) of the Town Charter, in regard to matters of offers of employment for prospective part time and seasonal employees, and also for matters related to the termination of their employment. Mr. Spaulding seconded. Mr. Spaulding also clarified that this only relates to these categories of positions. Motion carried unanimously.

Discussion/decision to authorize the First Selectman to issue an offer of employment for the position of Parks and Recreation Groundskeeper to Mr. Robert Mattera effective immediately; Dave Ungar – Mr. Spaulding moved to authorize the First Selectman to issue an offer of employment for the position of Parks and recreation Groundskeeper to Mr. Robert Mattera effective immediately. Mr. Tracey seconded. Motion carried unanimously.

Discussion/decision to authorize the First Selectman to issue an offer of employment for the position of Part Time Dispatcher to Nicholas DiCairano subject to successful completion of a psychological review – John Ojarovsky – Ms. Daniel asked about the special qualifications required for this position. Mr. Ojarovsky said they look for backgrounds in public safety, police etc. Mr. DiCairano is currently a F/T employee for CMED which is medical dispatch for Bridgeport Hospital. Background checks, employment verification and psychological review as well to make sure they can handle stress of the job. Mr. Tracey made a motion to authorize the First Selectman to issue an offer of employment for the position of Part Time Dispatcher to Nicholas DiCairano subject to successful completion of a psychological review. Mr. Spaulding seconded. Motion carried unanimously.

Discussion/decision to authorize the First Selectman to sign lease documents with TD Equipment Finance, Inc. on behalf of the Town as co-lessee with the Board of Education for the acquisition of school technology equipment: Richard Rudl, Director of Finance; Craig Tunks, IT Director

Mr. Rudl explained that these items were included in the BOE Budget. Mr. Tunks presented a list of the equipment. In the future they will look into owning equipment vs. leasing to make more cost effective. Recycling used equipment will also be considered.

Mr. Spaulding moved to authorize the First Selectman to sign lease documents with TD Equipment Finance, Inc. on behalf of the Town as co-lessee with the Board of Education for the acquisition of school technology equipment. Mr. Tracey seconded. Motion passed unanimously.

Discussion/decision for a supplemental appropriation of \$5,000 for architect Phil Cerrone to create a feasibility and cost study for 48 Norfield Rd to amend and replace prior resolution for a supplemental appropriation of \$7,100 at the April 4, 2016 Board of

Selectmen meeting. Mr. Tracey made a motion to request a supplemental appropriation of \$5,000 for architect Phil Cerrone to create a feasibility and cost study for 48 Norfield Rd to amend and replace prior resolution for a supplemental appropriation of \$7,100 at the April 4, 2016 Board of Selectmen meeting. Mr. Spaulding seconded. Discussion ensued – Mr. Spaulding asked what it is that is removed to save the \$2,100. Ms. Daniel stated one thing is strength study of the 2nd floor which will be done in-house (\$1,100 savings). The other thing was relating 48 Norfield to other areas around it (including relating to the Jarvis house). Ms. Daniel felt it was not something we need to do at this time; instead we need to focus on the structure (\$1,000 savings). Motion passed unanimously.

Discussion/decision regarding a supplemental appropriation for \$5,000 for Humes to provide an alternate PD schematic and estimate of probable project costs. Mr. Spaulding made a motion to request a supplement appropriation for \$5000 for Humes to provide an alternate PD schematic and estimate of probable project costs. Mr. Tracey asked why we need this. Mr. Landry said the Building Committee suggested that we fully explore both alternatives before making a decision. (two options would be to either expand into Town Hall or leave town employees where they are and do an addition out the back side of the existing PD). Discussion ensued. Mr. Tracey seconded. Motion passed unanimously.

First Selectman updates

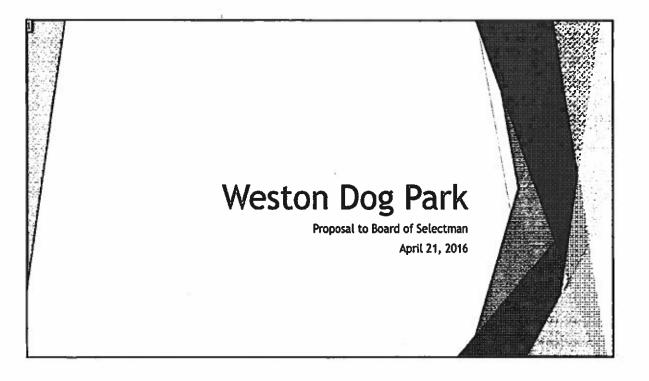
- a. Strategic Planning Committee: Ms. Daniel stated that this committee has been very busy and she looks forward to attending more of their meetings. Ms. Daniel asked how people in town can be involved Mr. Tracey suggested they get on a mailing list. Everything they do as a committee is posted on the website as well so people can stay up to date. Mr. Tracey discussed some of the committee's goals and current projects.
- b. Budget Update from General Assembly: Democratic leadership has rejected the Governor's suggested cuts. Alternative fiscal ways of dealing with the budget deficits (by both the Democratic and Republican leaders) are being discussed.

Discussion/decision to approve the Board of Selectmen minutes from March 24, 2016 and April 4, 2016. Mr. Spaulding made the motion. Mr. Tracey seconded. Motion carried.

Adjourn: 8:59pm

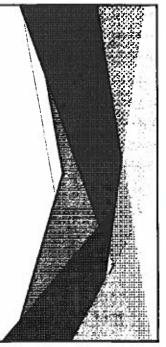
Respectfully Submitted,
Randi Derene, Administrative Assistant

Approved: May 5, 2016



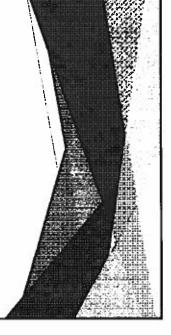
Why Weston needs a Dog Park

- More stringent on leash requirements lead to fewer off leash locations for dogs
- Neighboring towns have established dog parks/trails that are frequented by Weston Residents on a daily basis
- * A town dog park will keep people local
- Exercise and socialization for dogs
- Promotes socialization for owners
- Another amenity for new home buyers
- Local, it's OURS.



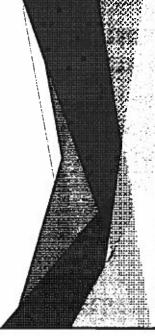
Community Stats

- ▶ There are approximately 3,200 households and 1,230 licensed dogs in town
- ▶ There is also a percentage of unlicensed dogs
- ▶ More than one-third of Weston households own a dog



Community Outreach

- ▶ Weston Dog Park website will provide links to local services for pet owners
- ▶ Park rules will state that all dogs must be licensed to use the park
- ▶ Lost pets will be posted on website, face book page, and posted at the park
- ▶ Educate dog owners about responsible canine ownership
- ▶ Dog parks connect dog owners

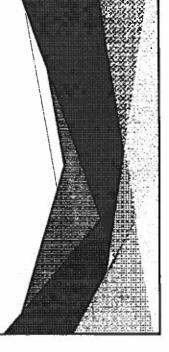


Progress and Support

- ♦ Establishing a 501(c)(3) status to allow us to fundraise
- Designed and operate Website and Face book pages with over 300 followers, and growing
- Local support by Dr. Noonan, Mark Harper, Dr. Feinman and hundreds of Weston residents
- Financial support from locally owned Passages East Kennels, Winslow Park Animal Hospital, and others

Fundraising

- ▶ Initial fundraising to install fencing and establish basic park needs
- ► Future fundraising goals: agility course, trees to promote beautification of the park, benches, shade features, and walkways
- ▶ Getting town involved in fundraising gives a sense of community



What are we Requesting?

The use of 2+ acres of Parks and Recreation land in Weston for the purpose of an enclosed dog park.

Why Parks and Recreation?

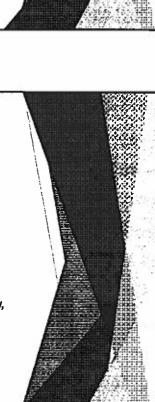
- ▶ Typically dog parks in CT fall under the Parks and Recreation department
- ▶ To help identify recreational land
- ▶ It's a park for public use in Weston that the town would own and manage
- Would allow the dog park the benefits of being under the parks and recreation department

Benefits to Parks and Recreation

- ▶ Adding a beautiful park to Weston
- ▶ Ongoing improvements created through our fundraising efforts
- ▶ Established by the citizens
- ▶ Awin win for everyone in Weston!



- ▶ Hours of operation are from dawn to dusk.
- ▶ Dogs must have a valid license and be current with their vaccines.
- ▶ Dogs must be leashed when entering and exiting the park.
- Aggressive dogs and/or dogs in heat are prohibited at all times.
- If a dog becomes aggressive during play, dog must be leashed and removed from the park immediately.
- Clean up after your dog anywhere in the park and dispose of waste properly, utilizing appropriate waste receptacles.
- Children under the age of 16 must be accompanied by an adult and closely supervised at all times. Young children should not wander around the park.
- ▶ No smoking, alcohol, or food is allowed.
- ▶ No strollers, bicycles, skateboards, etc. are allowed..
- Keep your dog within view and under voice control



BOARD of SELECTMEN SPECIAL MEETING June 7, 2016 AT 7:30 PM TOWN HALL MEETING ROOM

In attendance: First Selectman Nina Daniel, Selectman Dennis Tracey, Selectman Chris Spaulding, Town Administrator Tom Landry, Administrative Floater AnnMarie Fontana, Weston Residents and members of the press.

This meeting was recorded and videotaped. The tapes are available in the Selectmen's office. The meetings are available for viewing online via the Town's website.

Ms. Daniel called the meeting to order at: 7:30pm

Pledge of Allegiance: Led by Helen de Keijzer

Discussion/decision to appoint Allison Lisbon to the Commission on Aging, to fill a vacancy left by Harvey Bellin, for a term to end December 31, 2017. Motion made by Mr. Spaulding. Mr. Tracey seconded. Motion passed unanimously.

Discussion/decision regarding accepting a gift of 6 paintings from Marcia Tonner. An artist (painter and textile designer) as well as an art teacher – inspired by the Aspetuck Land Trust. Mr. Tracey made the motion, Mr Spaulding seconded. Motion carried unanimously.

Discussion/decision regarding a request by the Commission on Aging to access the Vehicle Sinking Fund for an amount of \$55,247 to purchase a new Dial-a-Ride van. This is a replacement for the existing van – purchased by Town funds. Mr. Spaulding made the motion, Mr. Tracey seconded. Motion carried unanimously.

Discussion/decision regarding the approval for the First Selectman to accept a grant in the amount of \$16,443 for Dial-a-ride operations. Helen de Keijzer, Chair of Commission on Aging. Ms. Daniel asked if this grant could cover the cost of having a second van operator so there would be more flexibility with the Dial-a-ride schedule. Mr. Landry said it could go towards part of that expense. Mr. Tracey made the motion, Mr. Spaulding seconded. Motion carried unanimously.

Discussion/decision regarding the Town Administrator recruitment process. Mr. Spaulding asked Mr. Landry about how he feels would be the best way to go about finding a replacement. Budget development and management is huge part of what he does. Other responsibilities include labor negotiations, grievances, mediation as well as miscellaneous contract negotiations. Ms. Daniel stated the first step it write a description of the position. Mr. Tracey suggests first putting together a Search Committee of 3 to 5 members. Mr. Spaulding recommends having one current BOF member and a past First

BOARD of SELECTMEN
SPECIAL MEETING
June 7, 2016 AT 7:30 PM
TOWN HALL MEETING ROOM

Selectman to sit on committee. Ms. Daniel recommends starting out with the three Selectmen and go from there.

No motion made

Discussion/decision to approve the BOS minutes of May 19, 2016. Mr. Spaulding made the motion, Mr. Tracey seconded. Motion carried unanimously.

First Selectman's update: Ms. Daniel made note of the headline error in the Forum – in last week's forum there was a headline that stated "Plans to Purchase 48 Norfield Canceled" should have said "The June 8th Town Meeting to Purchase 48 Norfield Canceled"

Executive Session: Negotiations for the purchase of 48 Norfield Road

Mr. Tracey made the motion, Mr. Spaulding seconded. Motion carried unanimously.

Public Session adjourned: 8:42pm

Respectfully Submitted, Randi Derene, Administrative Assistant

Board of Selectmen Executive Session Meeting Minutes June 7, 2016

ATTENDANCE: The meeting was convened at 8:50 pm in the First Selectman's Office by First Selectman Daniel, with Selectmen Tracey and Spaulding present. Also attending was Town Administrator Landry.

DISCUSSION: The Board discussed the status and possible methods of moving forward with the purchase of 48 Norfield Road. No votes were taken.

ADJOURN EXECUTIVE SESSION: At 9:25 pm, a motion (CS, DT second) to adjourn executive session and resume in open session passed unanimously.

ADJOURN: A motion (CS, DT second) to adjourn the meeting passed unanimously at 9:26 pm.

Minutes submitted by: Tom Landry

Minutes Approved: June 30, 2016

Present: First Selectman Nina Daniel, Selectman Dennis Tracey, Selectman Chris Spaulding, Town Administrator Tom Landry, Administrative Assistant Randi Derene, Weston Residents

This meeting was recorded and videotaped. The tapes are available in the Sclectmen's office. The meetings are available for viewing online via the Town's website.

Ms. Daniel called the meeting to order at: 7:30pm

Pledge of Allegiance: Led by Olivia

Discussion/decision regarding the reappointment of Keith Brooks and Paul Levin to the Commission for the Arts for a term to end June 30, 2018, Mr. Spaulding made the motion to reappoint Keith Brooks and Paul Levin to the Commission for the Arts for a term to end June 30, 2018. Mr. Tracey seconded. Motion carried unanimously.

Discussion/decision regarding the reappointment of Lyette Segerdahl and Claudia Hahn to the Beautification Committee for a term to end June 30, 2020. Mr. Tracey made a motion to reappoint Lyette Segerdahl and Claudia Hahn to the Beautification Committee for a term to end June 30, 2020. Mr. Spaulding seconded. Motion carried unanimously.

Discussion/decision regarding the reappointment of David Coprio, Carolyn Pianin and Bill Proceller to the Building Committee for a term to end June 30, 2018. Mr. Spaulding made a motion to reappoint David Coprio, Carolyn Pianin and Bill Proceller to the Building Committee for a term to end June 30, 2018. Mr. Tracey seconded. Motion carried unanimously.

Discussion/decision regarding the reappointment of Don Kendall as our C-Med Southwest Representative for a term to end June 30, 2017. Mr. Tracey made a motion to reappoint Don Kendali as our C-Med Southwest Representative for a term to end June 30, 2017. Mr. Spaulding seconded. Motion carried unanimously.

Discussion/decision regarding the reappointment of Father Michael Dunn as our Weston Police Chaplain for a term to end June 30, 2018 Mr. Spaulding made a motion to reappoint Father Michael Dunn as our Weston Police Chaplain for a term to end June 30, 2018. Mr. Tracey seconded. Motion carried unanimously.

Discussion/decision regarding the reappointment of Lynne Barrelle as our Town Historian for a term to end June 30, 2018. Mr. Tracey made a motion to reappoint Lynne Barrelle as our Town Historian for a term to end June 30, 2018. Mr. Spaulding seconded. Motion carried unanimously.

Discussion/decision regarding the reappointment of Michael O'Brien, Eric Bell, Larry Cass, Robert Pickholtz and Harry Spencer to the Insurance Advisory Committee for a term to end June 30, 2018.

Mr. Spaulding made a motion to reappoint Michael O'Brien, Eric Bell, Larry Cass, Robert Pickholtz and Harry Spencer to the Insurance Advisory Committee for a term to end June 30, 2018, Mr. Tracey seconded. Mr. Spaulding had a question of whether Michael O'Brien is still living in town. Mr. Landry confirmed he is still living in town. Motion carried unanimously.

Discussion/decision regarding the reappointment of Officer Joe Miceli as our representative for the Pre-Disaster Mitigation Advisory Committee for a term to end June 30, 2018. Mr. Spaulding made a motion to reappoint Officer Joe Miceli as our representative for the Pre-Disaster Mitigation Advisory Committee for a term to end June 30, 2018. Mr. Tracey seconded. Motion carried unanimously.

Discussion/decision regarding the reappointment of Paul Levin and Keith Brooks to the Commission for the Arts for a term to end June 30, 2018. This item is a repeat of agenda item #2 - no motion made.

Discussion/decision regarding a Community Dog Park and the recommendation to submit a CGS Section 8-24 referral to P&Z, and to Conservation Commission or Conservation Planner if needed, for proposed 3 to 7 acre dog park in the interior of the Town-owned 36 acre Moore Property on Davis Hill Road - Mark Harper, Tracy Kulikowski, Laurel Sheck Mr. Harper gave some background about how the idea of a dog park came about. He got involved when the dog park group started to look for town property. He found the best property was the Moore Property – there are no restrictions, the land is ideal as the lots are divided by stone walls. Mr. Harper picked a lot that has access via Davis Hill, there is a buffer between this lot and the neighbors. Mr. Harper stated he was careful to protect the neighbors from any problems that may come up. He made sure there was a huge buffer on all sides. Mr. Tracey added that the proposed parking area will be secluded from the road and the neighbors. The parking lot that was shown on Mr. Conte's drawing is most likely bigger than what is needed. Mr. Harper added that law enforcement should be pretty simple - rules and regulations will be added later. Mr. Spaulding added that very little landscaping would need to be done - only taking out dead trees or hanging branches would be necessary. Goal is to keep trees there for shade (better for animals and people), Mr. Harper also said it is not an area with a large amount of ticks. Mr. Daniel added that the trees make a beautiful canopy over the property. She thinks it would add a nice amenity to the town. Ms. Kulikowski then explained what an 8-24 application is... which is a review by the Planning & Zoning Commission to make changes to any town owned land. She also stated that Conservation will also review this land for possible wetlands.

Mr. Spaulding questioned the deed restrictions on this piece of property. Town Attorney Pat Sullivan spoke and stated that the only property restriction is that it is not to be sold for commercial development.

Bob Atkinson of 12 Lords Highway East: Mr. Atkinson asked to see the sketch of the dog park. Mr. Conte presented his drawing (see attached) Mr. Conte proceeded to point out the location of this property, the type of land, location of the stone walls and the driveway. He also presented surface options for the parking lot. Mr. Conte then presented the quotes he received to get the land surveyed. The best quote being \$4200.

A resident asked about security around the park — concerned with kids hanging out at this park after hours. Ms. Daniel said this park would be monitored just like other parks in town.

Ms. Laurel Sheck (member of the dog park committee) stated that the park is not only for Weston residents - just like other town dog parks are open to our residents.

Mr. Spaulding stated that there would be a minimum impact on wildlife in this particular parcel of land. Discussion ensued.

The Dog Park Committee is not looking to have the town fund this project — they are a 501c3 organization and will do their own fundraising. There would be an MOU with the town — and if problems arise, the town would have the option to remove the dog park.

Mr. Tracey made the motion to recommend that the BOS submit a CGS Section 8-24 referral to P&Z. and to the Conservation Commission or Conservation Planner if needed, for proposed 3-7 acre (amended from 2-5 acre as stated on the agenda) dog park in the interior of the Town –owned 36 acre Moore Property on Davis Hill Road. Mr. Spaulding seconded. Motion carried unanimously.

Discussion/decision for the Board of Selectmen to approve access to the Vehicle Sinking Fund in the amount of up to \$209,513 for the purchase of a truck, sander/plow. Mr. Landry noted that the numbers were incorrect as listed on the agenda... the accurate total should be \$196,264. Mr. Spaulding made a motion for the BOS to approve access to the Vehicle Sinking Fund in the amount of up to \$196,264 (amended) for the purchase of a truck, sander/plow and a pick-up truck w/hydraulics. This price is less that what was budgeted. Mr. Spaulding asked about our replacement cycle – Mr. Landry stated we are on an 11-12 year cycle. Mr. Tracey seconded. Motion carried unanimously.

Discussion/decision of safety issues on Old Mill Road and proposed remedies including signage and speed bumps. All other options to make this road safer were tried and failed. This road is particularly different than other roads in town... it is partially in Wilton & Weston, with the Wilton side already having speed humps, it is shared by residential and commercial property, and it is a cut through for Rte. 57. These speed humps will hopefully slow traffic down as well as deter cars from using Old Mill as a cut through. See attached map for speed hump and sign placement. No motion made.

Discussion/decision regarding Town Administrator recruitment process.

Mr. Tracev made a motion to authorize a supplemental request of up to \$5,000 to cover potential recruitment expenses. Mr. Spaulding seconded. Mr Landry is assuming most applicants would be local, but we should be prepared to have some expenses (including cost of advertising) Motion carried unanimously.

Mr. Spaulding made a motion to approve the Town Administrator job description. Mr. Tracey seconded. Job description was carefully reviewed and edits made by both Mr. Tracey and Mr. Spaulding were taken into consideration. Edits were made as attached. Motion carried unanimously.

Mr. Spaulding made a motion to approve the Town Administrator job advertisement. Mr. Tracey seconded. Motion carried unanimously.

Discussion/decision to approve the Board of Selectmen minutes of June 7, 2016. Mr. Tracey made a motion to approve the Board of Selectmen minutes of June 7, 2016. Mr. Spaulding seconded. Motion carried unanimously.

First Selectmen Update:

-PD Swearing In Ceremony Friday July 1st at 2pm Town Hall Meeting Room: New Officer Christopher Proudfoot

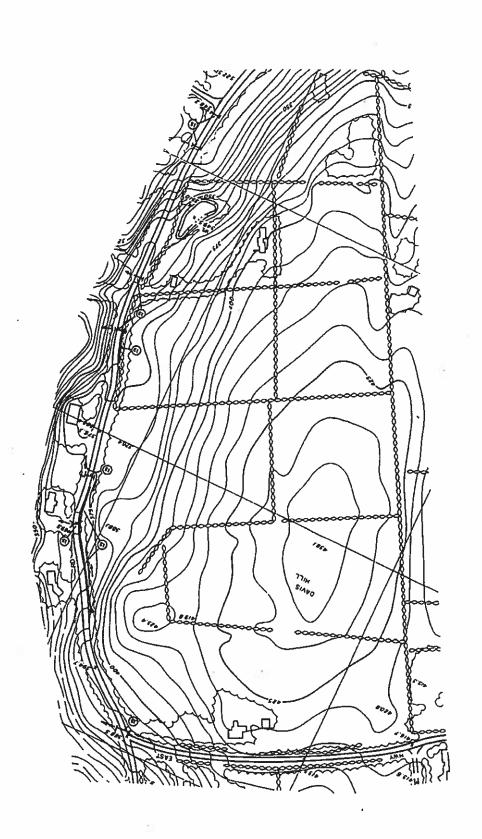
Any other business to come properly before this meeting: None

Adjourn: 10:00pm Mr. Spaulding made a motion to adjourn. Mr. Tracey seconded. Motion carried unanimously.

Respectfully Submitted,

Randi Derene, Administrative Assistant

Approved: August 18, 2016



TOWN OF WESTON TOWN ADMINISTRATOR

Position Purpose:

The purpose of this position is to provide administrative leadership, guidance, direction and accountability for all municipal operations under the direction of the First Selectman, other than those responsibilities specifically given by the Town Charter to elected officers, boards or commissions other than the First Selectman. The Town Administrator is responsible for assisting the First Selectman with such administrative duties as: budget preparation, purchasing, risk management, facility management, human resources, insurance, and labor relations. The Town Administrator is required to exercise considerable independent judgment in administering and managing the department and is responsible for maintaining and improving upon the efficiency and effectiveness of all areas under his/her direction and control.

Supervision:

Supervision Scope: Performs responsible duties requiring independent judgment and initiative in planning, organizing and directing the work of the office and the administration of all Town operations. Also performs a wide variety of special management and administrative responsibilities requiring an extensive knowledge of human resource management, labor relations, purchasing, risk management, and budgeting techniques so as to achieve mandated performance criteria and to manage the town operations.

Supervision Received: Works under the general direction of the First Selectman following professional standards, procedures and policies and the Town Charter.

Supervision Given: Supervises administrative assistant and clerical staff, all department heads and indirectly their employees except the Town Clerk, Zoning/Conservation Enforcement Officer and Police Chief, including providing job direction, assigning special tasks, receiving written and verbal reports, and monitoring performance.

Job Environment:

Makes frequent contact with other municipal departments specifically department heads, First Selectman, Board of Finance, Board of Selectman, state agencies, federal agencies, regional agencies, town attorney, other municipalities, vendors, contractors and the general public; communication is frequently in person, by telephone, fax, email in writing or at meetings. In addition to normal business hours job requires flexibility as to early morning and evening municipal obligations.

Essential Job Functions:

(The essential functions or duties listed below are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position.)

- Under the direction of the First Selectman, oversees all operations and overall management of the Town.
- Plans, organizes, initiates and directs municipal operating and capital budget process; develops short term and long range comprehensive financial goals; develops operating and capital budget for First Selectman; works with financial advisors, bond counsel and rating agencies; serves on Town Capital Budget Advisory Committee and attends meetings of any other committee (and when requested takes minutes) to which he/she is assigned by the First Selectman.
- Exercises fiscal authority to insure that all town departments stay within allotted budgets; approves all bills and checks issued by the Town; with data from finance director prepares financial reports for the First Selectman, Board of Selectman and Board of Finance.
- Oversees and administers purchasing policy, develops bid specifications, insures bid process is followed properly.
- Administers human resource functions such as development of job descriptions, performance appraisals, compensation schedules; recruitment, discipline, hiring and firing of employees with approval by First Selectman and Board of Selectman. Under the direction of the First Selectman, responsible for overall supervision of all administrative staff, Department Heads, and indirectly, all subordinates, including training, assigning work, and assuring safe working conditions for employees.
- Upon request by the First Selectman, serves as labor relations director by recommending negotiating strategies, serving as chief negotiator after receiving overall direction, representing the town at grievance and arbitration hearings.
- Upon request by the First Selectman, serves as the Town's officer responsible for compliance with the Freedom of Information Act.
- Exercises discretion in accessing sensitive and confidential information as needed to perform duties.
- Identifies and facilitates grant applications.
- Oversees administration of various insurance programs such as medical insurance, liability and property insurance, workers compensation; works with brokers and agents to acquire quotes; insures that all safety procedures are followed and that proper safety training is conducted for employees.
- Serves as facility manager insuring that buildings are maintained and oversees construction and renovation projects for the Town and Board of Education; works with contractors and building committee.
- Acts as ADA Coordinator.
- Upon request by the First Selectman, represents the Town and First Selectman at regional, state and federal agencies; handles citizen complaints as directed.

Other Functions:

- Performs similar or related work as required, directed or as the situation dictates, including emergencies
- Demonstrates flexibility and willingness to assume new responsibilities in collaboration with others.

Required Qualifications:

Education, Training and Experience:

The qualifications required would generally be acquired with a Bachelor's Degree in Public Administration or some closely related field and more then 10 years of responsible budget experience and municipal experience preferred, including supervisory experience. A Master's Degree in Public Administration or related field may be substituted for five years work experience in municipalities; or any equivalent combination of education, work experience and training.

Special Requirements: None

Knowledge, Ability and Skill:

Knowledge: Thorough knowledge of the principles and practices of municipal management and administration including human resources development, labor relations and motivation, organization goal setting, reporting and accountability, financial budgeting, risk management, purchasing practices, management and administration, policy formulation and knowledge of all functions performed by municipalities and a representative sample of the kinds of results that operations can be expected to achieve; knowledge of the laws applicable within Town, their interpretations, and the appropriate methods and procedures to provide for compliance; knowledge of technology systems related to all municipal departments; Strong background in presentation and spreadsheet applications in municipal finance.

Ability: Strong leadership, management and administrative abilities; a high degree of judgment, initiative, self-motivation and the ability to accomplish objectives through others and directly by oversight, management and follow through responsibilities; strong ability to be adaptable, exercise authority and powers appropriately; ability to develop short term and long range comprehensive financial plans and analysis; ability to oversee and maintain detailed and accurate records using spreadsheets and data modeling software; strong technology capabilities, including ability to learn new technologies; ability to collect, organize, analyze and interpret complex financial and municipal data; ability to establish and maintain effective working relationships with town staff, officials, and the public; ability to read and understand financial and legislative documents; ability to manage multiple priorities; ability to plan and prioritize municipal operations to meet established statutory deadlines; ability to assign, train, and supervise staff.

Skill: Excellent verbal and written communication and presentation skills; aptitude for working with people and maintaining effective working relationships with various groups; must have strong organizational skills; be highly proficient in the use of technology, including municipal applications; skill in working with numbers, their calculation and significant detail; skills associated with handling numerous projects at one time; skills associated with the supervision and training of staff, including collaboration and other interpersonal skills.

(This job description does not constitute an employment agreement between the employer and employee. It is used as a guide for personnel actions and is subject to change by the employer as the needs of the employer and requirements of the job change.)

FINAL APPROVAL DATE: June 30, 2016

BOARD of SELECTMEN
July 7, 2016 at 7:30 PM
TOWN HALL MEETING ROOM

Present: First Selectman Nina Daniel, Selectman Dennis Tracey, Selectman Chris Spaulding, Town Administrator Tom Landry, Administrative Assistant Randi Derene, Weston Residents

This meeting was recorded and videotaped. The tapes are available in the Selectmen's office. The meetings are available for viewing online via the Town's website.

Ms. Daniel called the meeting to order at: 7:30pm

Pledge of Allegiance: Led by Bill Lomas

Discussion/decision to appoint Cindy Armijo to the Commission of the Arts for a term to end June 30, 2018. Mr. Spaulding made a motion to appoint Cindy Armijo to the Commission of the Arts for a term to end June 30, 2018. Mr. Tracey seconded. Motion carried unanimously

Discussion/decision to appoint Bill Lomas as Weston's Tree Warden for a term to end June 30, 2017. Mr. Tracey made a motion to appoint Bill Lomas as Weston's Tree Warden for a term to end June 30, 2017. Mr. Spaulding seconded. Motion carried unanimously.

Discussion/decision regarding the recommendation to submit a CGS Section 8-24 referral to P&Z for signage and speed humps along Old Mill Road. Because this is not a deeded property, the application for an 8-24 is not necessary. No motion made.

Discussion/decision regarding a supplemental appropriation of up to \$25,000 for the installation of signage and speed humps along Old Mill Road. Mr. Conte presented the bids he received with Country Contractors being the most reasonable (\$19,700). Chief Troxell also gave his estimate for the costs involved for the officers needed to perform road safety duty (\$3,782.54). Work will be scheduled for the beginning of August and should only take 3 days. Mr. Spaulding made a motion to request a supplemental appropriation of up to \$25,000 for the installation of signage and speed humps along Old Mill Road. Mr. Tracey seconded. Motion carried unanimously.

Discussion/decision to amend Town Administrator Job Advertisement. Ms. Daniel reviewed what edits she made along with changing the review date to August 15th from August 29th. (see attached) Discussion ensued. Mr. Tracey made a motion to amend the Town Administrator Job Advertisement as set forth in the board package as further amended by two things; one by eliminating the requirement for references and the other

BOARD of SELECTMEN
July 7, 2016 at 7:30 PM
TOWN HALL MEETING ROOM

by eliminating the word "substantial" from the last paragraph. Ms. Daniel seconded. Mr. Spaulding disagreed with the change in the date for initial review of resumes from August 29 to August 15. Mr. Tracey and Ms. Daniel voted to approve the motion, Mr. Spaulding voted against. Motion carried 2:1,

Property Tax Refunds: Mr. Tracey made a motion to approve the property tax refunds as listed on this agenda for the total amount of \$2571.21. Mr. Spaulding seconded. Motion carried unanimously.

JP Morgan Chase	\$437.07
BMW Financial Service	\$484.01
BMW Financial Service	\$531.86
Vault Trust	\$295.76
Vault Trust	\$151.03
Vault Trust	\$172.22
Vault Trust	\$319.09
Vault Trust	\$180.17
TOTAL	\$ 2,571.21

Discussion/decision to approve the BOS minutes of May 23, 2016 Mr. Spaulding made a motion to approve the BOS minutes of May 23, 2016. Mr. Tracey seconded. Motion carried unanimously.

First Selectman's update:

- Police Dept. SRO Announcement: Officer Joe Mogollon
- Tax Assessor Ken Whitman is retiring
- WWHD has established a Tick & Mosquito Borne Illness Task Force
- Opioid Overdose Kit will now be carried by all EMT's
- 100 AED's were donated to Weston by a Norwalk Hospital Foundation member

Any other business to come properly before this meeting: None

Adjourn: Mr. Spaulding made the motion to adjourn. Mr. Tracey seconded. Motion carried unanimously. 9:03pm

Respectfully Submitted, Randi Derene, Administrative Assistant

Approved: August 18, 2016

Town Administrator Weston, CT

Town of Weston, CT Invites interested candidates to submit application for the position of Town Administrator (incumbent retiring after 15 years). Weston is an affluent, residential community 50 miles north of New York City noted for its blue ribbon schools, its extensive open space, and active community participation on its various boards and committees. Position serves a population of 10,200 with an annual operating budget of \$12.4 million (plus capital and debt service), and 70 employees (FTE).

The Town Administrator is appointed by the three-member Board of Selectmen, and works at the direction of the First Selectman. By Town Charter, the First Selectman is the Town's Chief Executive and Administrative Officer. The Administrator is responsible for managing the Town's employees, and exercises considerable independent judgement and initiative in the areas of budget preparation, risk management, facility management, human resources and labor relations. Works closely with several Town boards and committees including: Board of Finance, Insurance Advisory Committee, Building Committee, Capital Advisory Committee, and others.

The successful candidate must have a thorough knowledge of municipal administration, budgeting and financial management. BA in Public Administration or related field and 10 years of appropriate experience is desired. MA preferred, which may also substitute for some experience. Experience in a leadership position and a record of accomplishments are desired. Excellent verbal, written, and presentation skills are essential. Starting pay range of \$120,000-\$130,000 is augmented with a benefits package.

Full position description and additional Town information is available at www.westonct.gov.

Resume review will begin August 15th. Please submit cover letter and resume to: The Office of the First Selectman, Town Hall, 56 Norfield Road, Weston, CT 06883, or electronically to rderene@westonct.gov.

BOARD of SELECTMEN
July 21, 2016 at 7:30 PM
TOWN HALL MEETING ROOM

Present: First Selectman Nina Daniel, Selectman Dennis Tracey, Selectman Chris Spaulding, Town Administrator Tom Landry, Town Engineer John Conte, Animal Control Officer Mark Harper, Planning and Zoning Chairman Tom Failla, Planning and Zoning Vice Chairman Jane Connolly, Administrative Assistant Randi Derene, Weston Residents

This meeting was recorded and videotaped. The tapes are available in the Selectmen's office. The meetings are available for viewing online via the Town's website.

Ms. Daniel called the meeting to order at: 7:30pm

Pledge of Allegiance: Led by Anastasia Gussen

Discussion/decision regarding the resignation of Margaret Brooks from the Commission of the Arts, effective immediately. Mr. Spaulding made a motion to accept the resignation of Margaret Brooks from the Commission of the Arts, effective immediately. Mr. Tracey seconded. Motion carried unanimously.

Discussion/decision regarding the appointment of Hillary Mandell to Commission for the Arts, filling a vacancy left by Margaret Brooks, for a term to end June 30, 2017. Mr. Tracey made a motion to appoint Hillary Mandell to the Commission for the Arts, filling a vacancy left by Margaret Brooks, for a term to end June 30, 2017. Mr. Spaulding seconded. Motion carried unanimously.

Discussion/decision regarding the appointment of Anastasia Gussen to the Commission for the Arts for a term to end June 30, 2018. Mr. Spaulding made a motion to appoint Anastasia Gussen to the Commission for the Arts for a term to end June 30, 2018. Mr. Tracey seconded. Motion carried unanimously.

Discussion/decision regarding updating the 2010 Weston Plan of Conservation and Development —P&Z Chairman Tom Failla and P&Z Vice Chairman Jane Connolly Dr. Failla and Ms. Connolly presented the proposed updates for the 2010 Weston Plan of Conservation and Development. The Co-Chairs of P&Z recommended engaging consultant, Hiram Peck, to make recommendations concerning the "Open Space Residential Development" section, with the goal of smarter use of existing land. Hiram Peck would be hired for 40 hours of work — at a cost of no more than \$5000. Mr. Richard Wolf, P & Z member, spoke and stated that P& Z did not vote on the priority of the subjects of the 2010 Plan of Conservation and Development that needed to be studied. Mr. Tracey made a motion to approve the supplemental appropriation of up to \$5,000 to hire Hiram Peck to consult on Open Space Residential Development. Mr. Spaulding seconded. Mr. Richard Wolf said he and Ken Edgar put together a memo in which they

BOARD of SELECTMEN
July 21, 2016 at 7:30 PM
TOWN HALL MEETING ROOM

did not present priorities, and when it was presented to P&Z there was no agreement to priorities. Ms. Daniel explained that not all of the sections can be studied at one time, and the BOS cannot approve more than \$5,000 at one time. Given that P&Z did not vote to select priorities, the BOS will vote to select priorities. Clearly \$5,000 would not provide enough money to pay the consultant to review the entire town plan of Conservation 2010 which is the intention over time. Any further consultant services would then require an RFP. A full consideration of the entire town plan of conservation would cost between \$30,000 and \$50,000, which would require an RFP. The BOS then voted, motion carried unanimously.

Discussion/decision regarding a survey of Moore Property -Mark Harper and John Conte Mr. Conte needs approval to pay for an A-2 survey of the Moore Property. He received several bids, with the winning bid from Paul A. Hiro for \$4200. He will also flag the wetlands. Ms. Daniel stated that this dog park will be a community decision – and will go through a public hearing. There would be an MOU for a certain number of years, and then reconsidered. Resident Tony Roberts, Davis Hill Road, asked about how residents would get notified of the Public Hearing. Mr. Daniel explained he can get this information on the town website (or as Mr. Spaulding stated, in the Weston Forum) Resident Marilyn Parker of Richmond hill Road asked whether the Dog Park group was going to take care of all expenses, so asked why the town would pay for the survey. Ms. Daniel stated that this is a survey of town owned land, which has not been surveyed before. No matter what happens to this property, the survey would be a benefit to the town.

Another question from a resident is the effect on the town water – WWHD will be coming out to look into this.

Mr. Harper then stated that whether or not the town goes through with this dog park, getting 36 acres of town owned land surveyed for \$4200 is a great deal and he fully supports this request. Mr. Spaulding made a motion to approve a supplement for up to \$4200 to hire land surveyor Paul A. Hiro, to prepare an A-2 Survey map for the 36+ acre Davis Hill property including depiction of interior with stone walls and flagging of wetlands. Mr. Tracey seconded. Motion carried unanimously.

First Selectman's update:

Ms. Daniel went to the Health District regarding the Mosquito and Tick Borne Task Force – as of 5 days ago it was revealed in Stamford they found a mosquito carrying West Nile Virus. The season is now so it is the right time to educate residents. Ms. Daniel presented a new producct called Mosquito Dunks – which contain a natural anti biotic, that can be placed in standing water, even a bird feeder, gutters. This particular mosquito is found around small areas of standing water, not wetlands. Ms. Daniel will see if Lang's Pharmacy and Weston Hardware store would carry these.

BOARD of SELECTMEN
July 21, 2016 at 7:30 PM
TOWN HALL MEETING ROOM

Westport has created a new Commission for Persons with Disabilities. Ms. Daniel is looking into joining forces sometime in the future if this commission takes off.

Any other business to come properly before this meeting: None

Executive Session: Litigation Update and Labor Negotiations- Mr. Tracey made a motion to enter into executive session to discuss litigation update and labor negotiations. Mr. Spaulding seconded. Motion carried unanimously.

Public Session Adjourned: 8:44pm

Respectfully Submitted, Randi Derene, Administrative Assistant

Board of Selectmen Executive Session Meeting Minutes July 21, 2016 DRAFT

ATTENDANCE: The meeting was convened at 8:49 pm in the First Selectman's Office by Chairman Daniel with Selectman Spaulding and Town Administrator Landry present.

DISCUSSION: The Board discussed negotiating positions and strategies in the current negotiations with the Highway and Town Hall units.

ADJOURN EXECUTIVE SESSION: At 10:20 pm, a motion (CS, ND second) to adjourn executive session and resume in open session passed unanimously.

ADJOURN: A motion (CS, ND second) to adjourn the meeting passed unanimously at 10:21 pm.

Minutes submitted by Tom Landry, Town Administrator

Approved: August 18, 2016

BOARD of SELECTMEN (Special) Meeting Minutes July 28, 2016

ATTENDANCE: The meeting was convened at 5:03 pm by First Selectman Nina Daniel with fellow Board member Mr. Tracey present. Town Administrator Landry, Park and Recreation Director Ungar, and Lachat Farm Commission members Ellen McCormick and Carol Baldwin were also in attendance.

PROGRAM and BUDGET: The meeting began with a summary of projects underway at the Farm, and of programs offered to date. These include music, community gardens, art programs and children's programs. It progressed to a discussion of potential staffing needs to move the program forward, what the cost of those services might be, which entity would better serve as the employer (Town or Friends 501c3), and whether the cost of Farm operations should be included in the annual Town operating budget.

After discussion, the Lachat Farm Commission was asked to refine its proposed program budget, and to develop an action plan for the proposed program director position in consultation with Mr. Landry. Mr. Tracey asked that the Town explore the possibility of conducting payroll operations for any farm employees, and to provide a list of town expenditures to date for the property.

ADJOURN: At 6:35 pm, a motion (Mr. Tracey, Ms. Daniel second) to adjourn the meeting passed by unanimous vote.

Approved: August 18, 2016

Board of Selectmen August 18, 2016 Town Hall Meeting Room

Present: First Selectman Nina Daniel, Selectman Dennis Tracey, Selectman Chris Spaulding, Town Administrator Tom Landry, Administrative Assistant Randi Derene, Weston Residents

This meeting was recorded and videotaped. The tapes are available in the Selectmen's office. The meetings are available for viewing online via the Town's website.

Ms. Daniel called the meeting to order at: 7:30pm

Pledge of Allegiance: led by Weston Boy Scouts

Discussion/decision regarding allocating funds from the FY 2016/17 Community Grants Line to Homes with Hope - Hal Shupack and Jeff Weiser. Homes with Hope is a mostly privately funded organization providing shelter/support/housing/food to residents who are suffering from mental health or economic issues. They recently merged with another organization called "Project Return" which provides shelter and counseling for 18-24 year old women. Referrals to these facilities are made through social services and the "211" system. Because our town budget reduced the Community Grants Line this year to 60% of last year's level, the Selectmen felt it would only be fair to reduce the requested amount of \$15,000 to \$9,000. Ms. Daniel made a motion to allocate funds from the FY 2016/17 Community Grants Line to Homes with Hope for the amount of \$9,000. Mr. Spaulding seconded. Motion carried unanimously.

Discussion/decision regarding allocating funds from the FY 2016/17 Community Grants Line to First Night Westport/Weston - Barbara Pierson Ms. Pierson spoke about all the First Night Westport/Weston has to offer, mainly it is an all-volunteer organization the provides a family friendly, drug and alcohol free event for New Year's Eve. The price of the button has stayed at the same price since their first year. They depend on donations to make this event go. To stay consistent with the amount allocated to Homes with Hope, the Selectmen allocated \$600.00 Mr. Spaulding made a motion to allocate funds from the FY 2016/17 Community Grants Line to First Night Westport/Weston for the amount of \$600.00. Mr. Tracey seconded. Motion carried unanimously.

Strategic Planning Committee Update - Dennis Tracey

Mr. Tracey reviewed the status of the SPC. This committee was established 9 months ago – the committee has a 2 year term. There are three subcommittees: Generation-X, Marketing and Comminutions, and Elders and Empty Nesters. Each committee is to

Board of Selectmen August 18, 2016

Town Hall Meeting Room

make recommendations on how to achieve community goals. They are gathering data and looking at how we can make changes — while also working collaboratively with Planning and Zoning. A few improvements that have already been made are: The Ambassador Program (residents who work with real estate agents to speak with possible future residents), a new website called "The Weston Way" as well as the Weston Business Initiative (how to make Weston a Home Based Business friendly town). In the next phase, there will be a limited number of priorities they will be focusing on such as development in town, community atmosphere, seniors and transportation issues.

Mr. Spaulding asked what were the top surprises that came out of the data they collected, both negative and positive. Mr. Tracey replied that a negative surprise was how little people know about the town of Weston. The positive surprise was how much people who live here in Weston love Weston.

Discussion / decision to approve the Property Tax Refunds, as listed below, for the total amount of \$4,360.82. Mr. Tracey made a motion to approve the Property Tax Refunds, as listed on the August 18th Board of Selectmen agenda, for the total amount of \$4,360.82. Mr. Spaulding seconded. Motion carried unanimously.

Discussion/decision to approve the Board of Selectmen minutes from June 30th, July 7th, 21st and 28th (special) Mr. Spaulding made a motion to approve the minutes from June 30th, July 7th and July 21st. Mr. Tracey seconded. Motion passed unanimously. Mr. Tracey made the motion to approve the minutes from July 28th. Mr. Spaulding seconded. Mr. Spaulding abstained from the vote. Motion carried.

First Selectman's Update - Security issues before school starts

Ms. Daniel spoke about the safety issues with the Norfield Road tree. There are safety and traffic issues with this tree. The tree warden is looking into this issue. Resident Joe Parson spoke – his home is next to the tree – he would like to know what the protocol and policy is for the removal of the tree. He does not support the removal of this tree. Ms. Daniel explained the procedure – the tree warden decides if the tree needs to be taken down. If so, he posts the tree. Then the public has 10 days to appeal and has the right to a public hearing. The tree warden has been in touch with the police, the schools, Eversource etc.

Ms. Wirtenberg reminded the Selectmen that this was looked at back in 1998. The removal of the tree was not approved, but there were supposed to be other safety measures put in place, such as signage and mirrors.

Any other business to come properly before this meeting:

Ms. Daniel made a motion to add an item to the agenda regarding an agreement between the Department of Transportation and the Town of Weston. It was decided that more time was needed to read through and understand the purpose of this agreement. This agenda item will be postponed until a future meeting.

Board of Selectmen August 18, 2016 Town Hall Meeting Room

Executive Session: Town Administrator Recruitment Process

Mr. Spaulding moved to go into Executive Session to discuss the Town Administrator

recruitment process. Mr. Tracey seconded. Motion passed unanimously.

Public Session Adjourned: 9:15pm

Respectfully Submitted, Randi Derene, Administrative Assistant

Board of Selectmen Executive Session Meeting Minutes August 18, 2016 DRAFT

ATTENDANCE: The meeting was convened at 9:18 pm in the First Selectman's Office by Chairman Daniel with Selectmen Tracey, Spaulding and Town Administrator Landry present.

DISCUSSION: The Board reviewed and discussed applications received to date for Town Administrator.

ADJOURN EXECUTIVE SESSION: At 10:19 pm, a motion (CS, DT second) to adjourn executive session and resume in open session passed unanimously.

ADJOURN: A motion (CS, DT second) to adjourn the meeting passed unanimously at 10:01 pm.

Minutes take by Tom Landry, Town Administrator

Approved: September 26, 2016

Board of Selectmen August 18, 2016 Town Hall Meeting Room

PROPERTY TAX REFUNDS REENA CHIRNOMULA	\$25.05		
SHARA KOLODNEY	\$77.26		
RICHARD GOLDENBERG	\$3.17		
JOSEPH VENO	\$20.28		
GARY WEIST	\$46.98		
ROBERT RIVERA	\$129.90		
RONALD PERCIVAL	\$27.48		
JOSEPH TASSITANO	\$40.56		
KAREN SITNEY	\$42.06		
STEPHEN DIFORIO	\$61.46		
KATHERINE LANG	\$110.41		
LINDA MATTHEWS	\$296.37		
CAB EAST	\$298.17		
CAB EAST	\$449.55		
CHASE AUTO FINANCE	\$379.01		
TOYOTA MOTOR CREDIT	\$471.25		
VAULT TRUST	\$64.79		
USB LEASING LT	\$297.51		
HONDA LEASE TRUST	\$183.47		
HONDA LEASE TRUST	\$569.77		
DAIMLER TRUST	\$671.73		
DAIMLER TRUST	\$94.59		
TOTAL	\$4,360.82		

Board of Selectmen Meeting Minutes August 25, 2016

ATTENDANCE: The meeting was convened at 5:20 pm in the Town Hall Meeting Room with members Nina Daniel and Chris Spaulding present. Town Administrator Landry was also present.

EXECUTIVE SESSION: At 5:21 pm, a motion (Mr. Spaulding, Ms. Daniel second) to enter executive session for the purpose of interviewing candidates for the Town Administrator position was approved by a vote of 2-0. Mr. Landry also attended, and Selectman Tracey joined the meeting in progress at 6:58 pm.

No votes were taken.

ADJOURN EXECUTIVE SESSION: At 8: 18 pm, a motion (CS, DT second) to adjourn executive session and resume in open session passed unanimously.

ADJOURN: At 8:19 pm, a motion (DT,CS second) to adjourn the meeting passed by unanimous vote.

Approved: 9/26/16

Board of Selectmen Special Meeting Tuesday, August 30, 2016 at 10:00am Town Hall Meeting Room

Present: First Selectman Nina Daniel, Selectman Dennis Tracey, Selectman Chris Spaulding, Town Administrator Tom Landry, Town Attorney Pat Sullivan, Administrative Assistant Randi Derene, Weston Residents

This meeting was recorded.

Ms. Daniel called the meeting to order at: 10:00am

Pledge of Allegiance: led by Jess DePasquale

Discussion/decision regarding the appointment, employment, performance, evaluation, health or dismissal of a public officer or employee. Mr. Tracey made a motion go into executive session to discuss the appointment, employment, performance, evaluation, health or dismissal of a public officer or employee. Mr. Spaulding seconded. Motion carried unanimously.

Public Session Adjourned: 10:04am

Respectfully Submitted, Randi Derene, Administrative Assistant

Board of Selectmen Minutes August 30, 2016 **Executive Session Meeting**

ATTENDANCE: The meeting was convened at 10:05am in the Town Hall Meeting Room by Chairman Daniel with Selectmen Tracey, Spaulding, Town Attorney Pat Sullivan, and Attorney George Guidera.

DISCUSSION: The Board reviewed and discussed the appointment, employment, performance, evaluation, health or dismissal of a public officer or employee.

ADJOURN EXECUTIVE SESSION: At 11:15am, a motion (DT, CS second) to adjourn executive session and resume in open session passed unanimously.

ADJOURN: A motion (DT, CS second) to adjourn the meeting passed unanimously at 11:15am

Minutes Approved: 9/26/16

BOARD of SELECTMEN
SPECIAL MEETING
September 8, 2016 at 8:15pm
TOWN HALL COMMISSION ROOM

Present: Acting First Selectman Dennis Tracey, Selectman Chris Spaulding, Weston Residents

This meeting was videotaped. The tapes are available in the Selectmen's office. The meetings are available for viewing online via the Town's website.

Mr. Tracey called the meeting to order at: 7:45pm

Pledge of Allegiance: led by Dennis Tracey

Executive Session to discuss Town Administrator Position (Motion by Mr. Spaulding; Seconded by Mr. Tracey; passed)

No votes taken.

Meeting called back into Public Session at 8:15pm

Discussion/decision regarding appointment of Town Assessor for a four year term — Dan Thomas. Mr. Tracey said our Town Assessor is planning on retiring, last day being October 7th. Mr. Thomas has been discussing this position for a while. Mr. Thomas spoke about his background (currently works for the Town of Milford) and his interest in the position.

Presentation on Lachat Town Farm (Carol Baldwin and Ellen McCormick)
Ellen McCormick presented. She first gave some background on what Lachat has accomplished so far this year. They have added 4 beds to their community garden, have been offering at least 2 classes a month as well as music events. Going forward, many new classes and music events will be added as well as future fundraisers. Regarding the house: the porch is just about finished, a sewer pipe had to be repaired, heat is done. The Children's Garden is still in the designing/planning stage.

Discussion/decision on Barter Arrangement with Lachat Town Farm Caretaker Ms. McCormick presented a budget to bring on an on-site caretaker and a program director. The onsite caretaker would have an arrangement where he/she would work in exchange for housing in second floor of the house. The program manager would be a separate position. Their goal is to make this happen by November. Mr. Tracey asked Ms. McCormick to draw up an MOU between Lachat and the Town of Weston.

BOARD of SELECTMEN
SPECIAL MEETING
September 8, 2016 at 8:15pm
TOWN HALL COMMISSION ROOM

Discussion/decision on expansion of Lachat Town Farm Commission - Ms. McCormick requested an addition of 4 more members to the LTFC. The commission is in need of more helping hands. Mr. Tracey made a motion to approve the expansion of the Lachat Town Farm Commission from 9 to 13 members. Mr. Spaulding seconded. Motion carried unanimously.

Update on Police Department Facility Study Mr. Spaulding reviewed the process—the police commission recently had a meeting to review a potential regionalized dispatch center. Mr. Brian Humes drew up a formal design—and will be reviewed. If the state ends up pushing regionalization, we would be the host location. In this plan there would also be space that could be utilized by EMS in the future. (On the 2nd floor above the dispatch center) It would be revenue generating. The stations would be set up, but the computers wouldn't be added until the regionalization actually happens.

Discussion/decision to approve Property Tax Refunds for a total amount of \$12,779.56 (refund log attached) Mr. Spaulding made a motion to approve Property Tax Refunds (list attached) in the amount of \$12,779.56. Mr. Tracey seconded. Motion carried unanimously.

Acting First Selectman's Update:

- 1- Dog Park: BOS authorized a survey to be done. Should be completed next week. Once reviewed a topographical map will be produced. An MOU would be drawn up as well.
- 2- Norfield Tree: Bill Lomas (tree warden) has been busy gathering information about its health, traffic issues, engaged arborists, met with the police commission to discuss traffic issues, and he has taken steps to secure the tree temporarily with cabling. Talked with the bus company. Decision is expected to be made in September. The tree would be posted if he decided it needs to come down then the public would have 10 days to appeal and then entitled to a town meeting. Police Commissioner Bill Brady mentioned that they met and all agreed the tree should come down. Chief Troxell will write a statement.

Margaret Wirtenberg mentioned that she videotaped the public hearing back in 1998 regarding the Norfield Tree. Mr. Tracey stated that he would have that posted on our website.

3- Strategic Planning Commission update – they are going into Phase 2 - Based on recommendations of each sub-committee, the Committee will be focusing on 6-8 strategic initiatives to get the town ready for the next 10-20 years. For example, sidewalks, amenities and transportation.

Commissioner Brady brought up the Weston Rd. street crossing at Town Center – the bushes were trimmed, but they need to be cut back more. It is still dangerous. It was agreed that Mr. Conte will meet with Mr. Lametta about cutting back the bushes.

BOARD of SELECTMEN
SPECIAL MEETING
September 8, 2016 at 8:15pm
TOWN HALL COMMISSION ROOM

Adjourn: Mr. Tracey made a motion to adjourn, Mr. Spaulding seconded. Motion carried unanimously. Meeting adjourned: 9:20pm

Respectfully Submitted, Randi Derene, Administrative Assistant

Approved: 10/26/16

Name	Cre	dit Amount
DANIEL TOUTOUNGI	\$	18.54
EDWARD KOSINSKI	\$	108.07
JAMES DIPIAZZA	\$	38.87
WILLIAM KOLBERT	\$	120.44
WILLIAM KOLBERT	\$	399.41
CHARLES HOFER	\$	29.16
TOBY ELBERGER LIPSITZ	\$	16.22
CAPITAL ONE BANK	\$	10,909.92
ELIZABETH INGRAM	\$	20.02
ANNE FITZPATRICK	\$	60.95
HONDA LEASE TRUST	\$	153.22
DAIMLER TRUST	\$	270.94
DAIMLER TRUST	\$	633.80
TOTAL	ė	12 770 56

BOARD of SELECTMEN
SPECIAL MEETING
September 26, 2016 at 7:30pm
TOWN HALL MEETING ROOM

Present: Acting First Selectman Dennis Tracey, Selectman Chris Spaulding, Town Administrator Tom Landry, Administrative Assistant Randi Derene, Weston Residents

This meeting was videotaped. The tapes are available in the Selectmen's office. The meetings are available for viewing online via the Town's website.

Mr. Tracey called the meeting to order at: 7:30pm

Pledge of Allegiance: led by Dennis Tracey

Discussion/decision to appoint Roberto Ordonez as an Alternate on the Board of Assessment Appeals to fill the term vacated by Leslie Riback to end December 31, 2019. Mr. Spaulding made the motion. Mr. Tracey seconded. Motion passed unanimously.

Discussion/decision regarding Building Committee PD Renovation Report – Allen Swerdlowe, Building Committee Chairman. Mr. Swerdlowe presented their June 29th report (see attached). The Building Committee unanimously voted for Option #2. Mr. Spaulding asked about foreseen operational costs with different options – Mr. Swerdlowe advised that operational costs would be lower with a new building vs. renovating an old building. Discussion ensued regarding renovation options.

Discussion/decision regarding interest in possible adoption of a blight ordinance Mr. Tracey explained the reasons for a blight ordinance — under state law, the municipality is empowered to pass such an ordinance to state whether a premise is blighted and to provide remedies. An ordinance would provide standards to follow regarding whether the house is a safety hazard or causing blight in the neighborhood. This topic will continue to be discussed. Former First Selectman Gayle Weinstein added her input. Some of the issues that came up were to make sure the ordinance is enforceable, particularly in a suburban setting. Another issue is to address persons who cannot afford to maintain their homes. Discussion will be continued.

Discussion of Norfield Road tree condition and Tree Warden hearing process—Bill Lomas. Mr. Lomas posted the tree under state law on September 26. Mr. Lomas assessed the tree. He has received requests from the Bus Company, Police Chief, Police Commission, Superintendent, and Town Engineer to remove the tree. He's had other letters from residents asking him to remove the tree due to a line of sight issue. He has had the health of the tree assessed by experts — reports are attached. Taking all this into consideration, Mr. Lomas feels that it is an unnecessary risk to keep the tree standing. Mr. Lomas is now accepting comments from residents and will hold a public hearing if

BOARD of SELECTMEN SPECIAL MEETING

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necessary to hear from residents personally. The final decision would then be made by Mr. Lomas.

A resident asked for confirmation that the tree is on town property and covered under town insurance – the answer was yes to both

Ms. Margaret Wirtenberg stated that there was a public hearing about this back in 1998 – it can now be viewed on the town website.

Resident Michelle Halpin asked about the hearing from 20 years ago and wanted to know if the road was widened as per F/S Guidera's request. The road was not widened, but the grade of the hill was reduced to increase site visibility. Mr. Tracey reviewed the mitigations that were put into place by Guidera and implemented.

Bicycle and Pedestrian Committee Chairman, Ray Rauth, asked about widening the road on the other side — and also stated it is a notable tree

Weston Arts Commission member, Cindy Armijo, made suggestion about making a memorial for the tree – perhaps creating a bench from the wood for example – and letting one of our many artists in town create something to remember the tree.

Mr. Joe Parsons asked if the reports are publicly available. Mr. Lomas said he will have them all on the town website tomorrow.

Police Commission member, Dawn Egan, and Animal Control Officer, Mark Harper, also spoke in support of removing the tree.

Discussion/decision regarding request for access to the vehicle Sinking Fund in an amount not to exceed \$45,000 for the purpose of purchasing an Animal Control Van—Mark Harper Mr. Harper spoke of his need for a new van with AWD. Since companies have stopped making 4WD vans, a new van would be purchased and then modified with 4WD, as well as adding lettering, security partition and a radio. Mr. Landry confirmed this has been included in the budget. Mr. Spaulding moved to approve a withdrawal from the Vehicle Sinking Fund in an amount not to exceed \$45,000 for the purpose of purchasing an Animal Control Van. Mr. Tracey seconded. Motion carried unanimously.

Discussion regarding general update and next steps in the animal rescue operation of birds and reptiles at 82 Newtown Turnpike-Mark Harper. This item will be tabled as the case is still open.

Discussion/decision regarding Authorization to Enter into Agreements with Department of Emergency Services and Public Protection. Mr. Spaulding moved to authorize the First Selectman to enter into agreements with the Department of Emergency Services and Public Protection. Mr. Tracey seconded. Motion passed unanimously.

Discussion/decision regarding approval of meeting minutes of: August 18th, 25th, and 30th. Mr. Spaulding moved to approve the BOS Meeting minutes of August 18th, 25th and 30th. Mr Tracey seconded. Motion carried unanimously.

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Discussion/decision regarding approval of the following tax refunds:

Douglas Shankman \$251.98
Honda Financial \$988.46
Sandra Weigman \$26.99
Walter Dadik \$116.52
USB Leasing LT. \$1374.10
Daimler Trust \$2142.68
Total: \$4900.73

Mr. Spaulding moved to approve the Property Tax Refunds, as listed above, for a total amount of \$4900.73. Mr. Tracey seconded. Motion carried unanimously.

Acting First Selectman's Update:

- a. Eversource Transmission Line Project this is to upgrade transmission lines that go through Redding and Wilton, with a very small portion in Weston. They will be replacing the existing lines with higher gauge lines.
- b. Job searches for Town Assessor, Town Administrator and Youth Services Director. Mr. Landry gave an update at this time we have 3 applicants for youth director, we have 3 applicants for town assessor and 2 candidates for the Town Administrator.
- c. Update on CT D.O.T. Route 57 Construction Project. Mr. Landry stated this is not a town project, it is a state project. The project engineer Jim Zarevich explained the process (see copy of his statement attached)

Adjourn: Mr. Tracey moved to adjourn at 9:25pm. Mr. Spaulding seconded. Motion carried unanimously.

Respectfully Submitted, Randi Derene, Administrative Assistant

Approved: October 26, 2016

New Police Facility Report The Building Committee June 29, 2016

Over the past six months, the Building Committee (BC) has reviewed and vetted various alternatives for building a new Police Facility in Weston. The three main alternates are as follows:

Option 0

First proposed in 2013, the firm of Humes Jacunski designed a new "Public Service Facility" to be constructed west of the existing Fire Station. The proposed 14-15,000 sf building has offices and facilities for Police, EMS, the public, and a connection to the existing Fire Station. It has a service court for emergency and official vehicles with two means of egress — one to Norfield Rd, the other to Routes 53/57. The building has a public "face", main entrance and public parking located off of Routes 53/57 behind the Onion Barn. All public business and emergencies would be conducted here. The Onion barn would remain as is in a newly constructed plaza. Current site issues, including drainage and septic are resolved in this option.

Option 1

Proposed by First Selectman Nina Daniels in 2015, this option would require the acquisition of 48 Norfield Rd (aka: the Guidera Building), where several Town officials would relocate their offices from Town Hall. The architectural firm headed by Phil Cerrone was retained to study the feasibility of creating Town offices at 48 Norfield. His report itemized an expenditure of about \$500,000, including work both immediately necessary and optional, to provide new structure, insulation, septic, site improvements, accessibly and to bring the building to code for the stated occupancy. The Police would renovate vacated Town Hall offices as well as their existing space into a newly refurbished 8,300 sf Police facility designed by Humes Jacunski.

Option 2

The Town was asked by the BC in 2016 to study the feasibility of constructing an addition on the north side of Town Hall for additional Police facilities. Humes Jacunski developed a proposal to add about 3,200 sf to Town Hall. This plan, along with renovation of existing Police facilities (5,700 sf), leaves Town offices as is, thereby, rendering the purchase of 48 Norfield unnecessary for the relocation of Town offices. It also allows for expansion of EMS adjacent to their current facility and all emergency vehicles to be located in an emergency court away from the public. Some police and personal vehicles would still be parked on the upper level by the communications tower. A public entrance is located on the upper level opposite the library.

Findings

Regarding the construction of new Police facilities, the BC has attended and presented in various venues, including, but not limited to, their own meetings and those of the Board of Selectmen, Board of Finance, and Police Commission. It has conferred with Selectmen, Police Commissioners, the Police Chief, the President of EMS, the Town Administrator and the public. It concludes the following:

If cost were not a factor, the BC would strongly recommend Option 0. It builds for the immediate and long-term and places all necessary public and emergency functions in the right place with the correct adjacencies. It provides a recognizable front door for the public and eliminates current confusion of where to go in an emergency. It allows for all Town offices to move back to Town Hall. Nevertheless, though visionary and practical, it requires a significant investment with bonding, which may not be feasible to achieve at this time.

We recommend taking another look at Option 0 by modifying the plan to reflect the reduced square footage requirement in Option 2. In the long run, this option may be economically prudent for the Town, in that it allows for Land Use and other offices to move back into the vacated Police Station. Additionally, it would be constructed and occupied with virtually no disruption to the business of the Town, Police and EMS. The BC is not opposed to reviewing this modified option, which should include an analysis of how offices now in Jarvis and the portables would work in the current Police Station.

Option 1, the purchase of 48 Norfield, could make a welcoming statement at the gateway to Weston. With the implementation of a streetscape program (sidewalks, new crosswalk materials, lighting and signage), it would signify and define Weston as a "place". However, it would further fragment Town offices into four places — Town Hall, Jarvis, the portables and itself and would inconvenience the public, its vendors and visitors when doing business with the Town. It also requires the moving of files and paperwork from one place to another with wasted staff time and performance. Nevertheless, the acquisition of 48 Norfield and it's reprogramming for an Arts Center, Informational office, Historic office, etc., or combination of such is a wonderful idea and should be independently pursued by the Town.

If a revised Option 0 is not further studied, then Option 2 is the preferred alternative. It is competitively priced with Option 1 and does not require additional bonding at this time. It allows for the expansion of EMS and segregates public and emergency functions with all current facilities remaining under one roof and in one place. However, in the next several years, the long-term goal of bringing offices at Jarvis and the portables back to Town Hall will require a second addition to Town Hall, the cost of which should be studied along with this option. Unlike Option 0, it will disturb the work of Police and Town during construction and does not strategically solve all the issues as identified in that option.

Present: Acting First Selectman Dennis Tracey, Selectman Chris Spaulding, Town Attorney Patricia Sullivan, Attorney George Guidera

Mr. Tracey called the meeting to order at: 7:30pm

Pledge of Allegiance

Mr. Spaulding made a motion to enter into executive session, Mr. Tracey seconds. Motion carried unanimously.

Patricia Sullivan and George Guidera invited into Executive Session.

<u>Executive Session 7:35pm - Discussion/decision regarding the appointment, employment, performance, evaluation, health or dismissal of the First Selectman</u>

Return to Open Session: 8:05pm

Dennis Tracey reports no action taken in Executive Session. Dennis Tracey further reports, the agenda item, from the October 4, 2016 meeting, will be placed on the agenda of the regularly scheduled Board of Selectman for October 6, 2016.

Meeting Adjourned: 8:07pm

Respectfully Submitted,

Pat Sullivan, Town Attorney

Approved: October 26, 2016

Present: Acting First Selectman Dennis Tracey, Selectman Chris Spaulding, Town Administrator Tom Landry, Administrative Assistant Randi Derene, Weston Residents

This meeting was videotaped and recorded. The tapes are available in the Selectmen's office. The meetings are available for viewing online via the Town's website.

Mr. Tracey called the meeting to order at: 7:30pm

Pledge of Allegiance: led by Dennis Tracey

Proclamation : Laura Smits Mr. Tracey presented a proclamation to former Registrar, Laura Smits.

Proclamation: Domestic Violence Awareness Month Mr. Tracey presented a proclamation for Domestic Violence Awareness Month to Juri Garone of the Weston Domestic Violence Task Force.

Discussion/decision regarding the appointment of Stirling Collins and Terry Cho to the Lachat Town Farm Commission for a term to end December 31, 2019. Mr. Spaulding moved to appointed Stirling Collins and Terry Cho to the Lachat Town Farm Commission for a term to end December 31, 2019. Mr. Tracey seconded. Motion carried unanimously.

Discussion/decision regarding appointment of new Town Assessor, to fill a vacancy left by Ken Whitman, for a term to end December 31, 2019—Denise Hames Ms. Hames has been an Assessor for 30 years and has had experience with the GIS system, revaluations, and has worked frequently with WestCOG. Mr. Spaulding moved to appoint Denise Hames as Weston's new Town Assessor, to fill a vacancy left by Ken Whitman, for a term to end December 31, 2019. Mr. Tracey seconded. Motion passed unanimously.

Discussion/decision regarding the resignation of Julie Sidhu from the Bicycle and Pedestrian Committee effective immediately. Mr. Spaulding moved to accept the resignation of Julie

<u>Sidhu from the Bicycle and Pedestrian Committee effective immediately.</u> <u>Mr. Tracey seconded.</u> <u>Motion carried unanimously.</u>

At 7:54pm, Mr. Tracey moved to enter into Executive Session to discuss the status of the First Selectman. Mr. Spaulding seconded. Motion carried unanimously.

Board of Selectmen Executive Session Meeting Minutes October 6, 2016

ATTENDANCE: The meeting was convened at 7:54 pm in the First Selectman's Office by Acting Chairman Tracey with Selectman Spaulding, Town Counsel Patricia Sullivan, Daniel Ritts, and Attorney George Guidera present. Town Administrator Landry joined the meeting in progress.

DISCUSSION: The group discussed the health prognosis of the First Selectman, and her ability to return to work.

ADJOURN EXECUTIVE SESSION: At 8:29 pm, a motion (CS, DT second) to adjourn executive session and resume in open session passed unanimously.

At 8:29 Executive Session ended and the meeting entered back into Public Session. Mr. Tracey said they had a very good meeting with Ms. Daniel's son. The Board has requested medical information, and upon receiving that they will take a vote regarding granting her 30 additional days of medical leave.

Discussion/decision regarding update on Library construction project and supplemental appropriation request of \$112,502 – Alien Swerdlowe

Mr. Swerdlowe gave some history of the building and presented a timeline of the renovation project (see attached). He stated that while doing work on the library, they have come across some things that haven't been properly maintained, in addition to other additional costs as listed. Mr. Spaulding made a motion to approve a supplemental appropriation request not to exceed \$112,502 from the General Fund Balance for the Library Renovation Project. Mr. Tracey seconded. Motion carried unanimously.

Discussion/decision regarding update on bird and reptile rescue operation and supplemental appropriation request - Mark Harper, Animal Control Officer and Sergeant Pat Daubert, Weston Police, Town Attorney Pat Sullivan. Mr. Harper stated all the animals have been placed in 3 different locations. Sgt. Daubert stated they have been working with the homeowner throughout the whole process. The majority of the animals are now legally owned by the Town; the remainder are being held as evidence. Expenses have been incurred to keep the animals healthy and safe. The Town continues to address reimbursement from the homeowner. Mr. Spaulding moved to approve a supplemental appropriation request of \$21,625.90 for the purpose of payment of invoices from RI Parrot Rescue in the amount of \$10,860 and S. Wilton Veterinary Group in the amount of \$1,020.05. Mr. Tracey seconded. Motion carried unanimously.

Discussion/decision regarding a donation to the Police Department from the Huisking Foundation in the amount of \$2000. — Chief John Troxell Chief Troxell presented a \$2000 donation from the Huisking Foundation which will be put towards miscellaneous equipment expenses. Mr. Spaulding moved to accept a donation to the Police Department from the Huisking Foundation in the amount of \$2000. Mr. Tracey seconded. Motion passed unanimously.

Discussion/decision regarding re-establishing the Sustainability Committee. Mr. Tracey stated that it is an important objective for our town to educate our community about sustainability. Mr. Spaulding agreed, stated that he knows of student volunteers that would be interested as well. First the Board will gauge interest, and then work on re-instating the Committee.

Discussion/decision regarding a request for proposal for Town Attorney services. Mr. Tracey stated that our previous Legal Review Committees have recommended that the Board periodically puts our Town Attorney services out to bid to ensure we have the best service at the most reasonable price. Mr. Tracey also stated that we have been very happy with Cohen and Wolf, but it is nevertheless necessary to conduct a bid process in accordance with the recommendation. Mr. Landry reviewed the process which includes collecting information from other law firms, interviewing them, and then the BOS decide who they would like to appoint.

Property Tax Refunds:

 Daimler Trust
 \$509.73

 BMW Financial Srvc
 \$560.77

 PNC Mortgage
 \$12,088.71

 Hariton Mach Co. Inc.
 \$63.11

 David & Mary McDonald
 \$130.79

 USB Leasing
 \$132.12

 TOTAL
 \$13,485.23

Mr. Spaulding moved to approve the Property Tax Refunds as listed above for the total amount of \$13,485,23. Mr. Tracey seconded. Motion carried unanimously.

Discussion/decision regarding the approval of the September 8th Board of Selectmen Minutes. Minutes will be approved at the next BOS meeting.

Acting First Selectman Updates:

a. Route 57 Construction Mr. Tracey explained that the CT DOT has hit a couple of obstacles such as hitting more rock than expected and a misdesign of culverts. Plan is to work full time until they are finished. They will also need to redirect the creek (Kettle Creek) that crosses below 57 in two locations. Mr. Tracey stated he is concerned about timing and issues when snow arrives. A meeting is going to be scheduled with the CT DOT to discuss these safety concerns and timeframe for completion.

At 9:23pm Mr. Tracey made a motion to enter into Executive Session to discuss collective bargaining negotiations. Mr. Spaulding seconded. Motion carried unanimously.

Respectfully Submitted,

Randi Derene, Administrative Assistant

Board of Selectmen Executive Session Meeting Minutes October 6, 2016

ATTENDANCE: The meeting was convened at 9:23 pm in the Town Hall Meeting Room by Acting Chairman Tracey with Selectman Spaulding and Town Administrator Landry present.

DISCUSSION: The Board discussed negotiating positions and strategies in the current negotiations with the Dispatch, Highway and Town Hall units.

ADJOURN EXECUTIVE SESSION: At 9:51 pm, a motion (CS, DT second) to adjourn executive session and resume in open session passed unanimously.

ADJOURN: A motion (CS, DT second) to adjourn the meeting passed unanimously at 9:52 pm.

Approved Nov 3,2016

WESTON PUBLIC LIBRARY Timeline for Library Renovation Project

- 2014

- March 2103 through April 2014 Verbal solicitation of interest from 14 architectural and design firms regarding interest Weston Public Library renovation project. Process coordinated with Town Administrator.
- December 3, 2013 Library Board meets with First Selectman Weinstein to discuss commitment of board funding to renovation project.
- April 28, 2014 Prospectus sent to 7 architectural and design firms that expressed interest in the Weston Public Library renovation project.
- May 23, 2014 Deadline for proposals from interested architectural and design firms.
- May 29, 2014 Space Planning Committee qualitative review and ranking of proposals received from architectural and design firms.
- May 30, 2014 Distribution of Space Planning Committee follow-up questions to architectural and design firms that had submitted proposals. Reference checks of architectural and design firms.
- June 20, 2014 Space Planning Committee quantitative review and ranking of proposals received from architectural and design firms. Space Planning Committee final ranking of proposals received from architectural and design firms and decision on recommendation to Library Board.
- June 23, 2014 Library Board approved the recommendation from the Space Planning Committee to retain the services of Peter Gisolfi Associates for the renovation.
- July 23, 2014 Library Board and Peter Gisolfi Associates entered into contract for Phase 1 (Building Analysis, Objectives and Program, Conceptual Design) for the renovation. Process coordinated with Town's Attorney, Pat Sullivan.
- August 7, 2014 Selectmen passed formal resolution authorizing State Public Library Construction Grant application.
 Grant terms provide 50/50 matching funds
 - August 27, 2014 Daedalus cost estimates received from PGA for use in filing grant application with State August 28, 2014 Received Cardno Report related to the window replacement.
- August 29, 2014 Filed initial application for State Public Library Construction Grant.
- September 2014 Prepared additional documents requested or required for State Public Library Construction Grant.
- November 25, 2014 Library notified of State Public Library Construction Grant award in the amount of \$368,000 for code compliance, emergency preparedness, and accessibility. December 2, 2014 Library Board requested PGA prepare renovation recommendations for a project of \$600,000-\$800,000.
- December 18, 2014 Library provides FY2015-2016 budget to Town Administrator, including request for
- capital items covered by grant allocation.

2015

- January 2015 Library Board approves amount the Board will contribute to the renovation project. Begin discussion of Phase 2 contract with Peter Gisolfi Associates working with Town's Attorney, Pat Sullivan, and Building Committee member Richard Wolf. Library Board and Building Committee are working together on the renovation project.
- January 20, 2015 First Selectman submits budget request to Board of Selectmen, including \$360,000 in Capital Budget for renovation project.
- February 3, 2015 Library Board finalizes and approves strategic plan.
- February 2015 Peter Gisolfi Associates presents modified plans for renovation project.
- March 3, 2015 Library Board to approve plans for renovation. Presentation of renovation plans to Selectmen for approval.
- March 2015 Board of Finance reviews First Selectmen's budget request.
 - March 31, 2015 Board of Finance holds public hearing on budget request.
 - April 2015 Creation of bidding documents for portions of renovation project to be funded by Library Board (specific items to be identified)

- April 9, 2015 Learned from Cardno that window frames can be reused without remediation, but that adhesive used to
 glue insulation to the walls in the original part of the building will need to be remediated if it will be disturbed during the
 renovation
 - April 22, 2015 Annual Town Budget meeting.
 - April 30, 2015 Annual Town Budget Referendum. Voters approve budget including \$360,000 for library renovation.
- May 8, 2015 Revised grant application sent to State reflecting removal of initial request to include generator.
- May 29, 2015 First attempt to be included on State Bond Commission agenda.
- May 20, 2016 Revised grant application amount of \$256,358 accepted by State.
- June 2, 2015 Received revised project cost estimates from Daedalus/PGA
- Mid-June, 2015 Creation of bidding documents for generator, windows, electrical/lighting, flooring, remodeling, furniture, and any other items requiring bidding not addressed in April.
- June 26, 2015 Second attempt to be included on State Bond Commission agenda.
- July 28, 2015 State Bond Commission passed construction grant request of \$256,357.

2016

- August 4, 2016 Library Board approves increase in funding range to \$660,000-\$860,000 to address flooring and electrical
 work in the Children's Room as part of the renovation.
- October, 2015- Contract signed with Peter Gisolfi Associated for Phase 2.
- December 2, 2015 Library Board meets with Historic District Commission to discuss Library window replacement; HDC informed Library that no application was required.2016
- February 8, 2016 Board of Selectmen appoints Library Building Committee. Meets as necessary to address design, construction and billing issues.
- February 11, 2016 First Selectman signs contract with State.
- February 19, 2016 Provided State with Notice of Applicants Funding, delineating sources of funds for matching grant.
- February/March 2016 PGA prepared bidding documents for project.
 - March 9, 2016 Received signed State Contract.
- March 14, 2016 First round of bidding documents distributed.
- March 31, 2016 Bids opened; one bid received.
- April 6, 2016 Library Building Committee meets; bid rejected.
- Week of April 11, 2016 second round of bidding documents available.
- April 28, 2016 Second round of bids due.
- May 4, 2016 Bid opening/review; Gennarini Construction identified as lowest qualified bidder.
- May 10, 2016 Library Building Committee interviews Gennarini
- May 19, 2016 Board of Selectmen approved signing contract with Gennarini.
- June 2016 Approval from State to enter into contract with Gennarini.
- June 7, 2016 Ubrary Board approves additional \$34,000 to cover renovation budget shortfall.
- June 16, 2016 Preconstruction, on-site kick-off meeting with Gennarini, Peter Gisolfi Associates, Rack Gleason, John
 Pokorny and Tom Landry and Library Building Committee Representatives
- June 20, 2016 Gennarini commences renovation work.
- July 28, 2016 Commence weekly, on-site Progress Meetings with Gennarini, Peter Gisolfi Associates and Town representation (Library Building Committee and Town Administrator, as required)

<u>Notes</u>

- 1. The Weston Public Library Board is working closely with the architects and the Town Administrator to make sure all Town and grant requirements are met in order to ensure compliance with grant funding obligations.
- 2. Throughout the past year the Library Space Planning Committee worked with PGA to select appropriate furnishings and shelving for the renovation. At PGA's direction we worked first with PSI, then WorkSpace. As each was unable to meet our expectations, we switched vendors and have been working with Creative Library Solutions on the furniture and Donnegan with respect to the shelving. We continue to use WorkSpace's furniture refinisher for the items that had already been taken to Newtown.

WESTON LIBRARY RENOVATION

Weston, CT

Financial Summary	Subtotals	Totals	
GENNARINI BASE BID (5.4.2016)		\$1,053,737	
Window and floor abatement		C. (1000). C.	
Floor, window and door replacement			
Electrical upgrade			
New conference rooms, carpentry and millwork,			
HVAC, insulation, ADA water fountain, mezzanine sink, painting			
ADD/DEDUCT ALTERNATIVES (ACCEPTED)		\$3,300	
Children's Area Electrical Work	\$5,800	·	
Children's Area Carpet	-\$2,500		
ADD ALTERNATIVES (NOT ACCEPTED)	[366,897]		
Generator by Others (\$171,397)			
HVAC Improvements (\$105,000)			
Bathroom Fixture Replacement (\$23,000)			
Recessed Floor Outlets (\$21,000)			
Exterior Fixtures New and Replacement (\$35,500)			
Fan Motor Replacement (\$11,000)			
BASE BID (INCLUDING ACCEPTED ALTERNATES)		\$1,057,037	
ADDITIONAL BUDGETED ITEMS (BY OTHERS)		\$206,274	
Fire Alarm-panel only	\$5,394		
Sound system for Community Room, hearing impaired	\$8,000		
* Furniture and Equipment (separate furniture schedule)	\$160,000		
Moving	\$32,880		
SOFT COSTS		\$162,523	
* PGA, Architect	\$155,097		
Cardno, Remediation Testing	\$7,426		
INITIAL PROJECT COSTS		\$1,425,834	
BASE FUNDING		\$1,476,358	
Town	\$360,000		
Library Board	\$860,000		
Grant	\$256,358 -		
NET SURPLUS (PRE-CONSTRUCTION)		\$50,524	

WESTON LIBRARY RENOVATION Weston, CT

	Subtotals	Totals
ADDITIONAL COSTS (POST CONSTRUCTION)		\$145,955
Load Bearing Wall with Steel	\$12,046	**********
Ceiling, Printer Area	\$1,119	
Painting exterior windows	\$10,000	
Refinish Interior Window Frames	\$10,000	
Millwork Changes	\$2,777	
Office Mill Work Desks (Previously in Furniture)	\$12,050	
Data Wiring	\$8,517	
Children's Room Wiring Chase	\$5,589	
Fire Alarm Upgrade and New Fire Radio	\$2,398	
Gas Alarm System	\$688	
Slab Test Holes	\$248	
Attic Carpet Chidren's Rooom 10%	\$899	
Adjustable Registers	\$729	
Meeting Rooms Duct Work	\$7,522	
Custom Color Registers	\$246	
Duct Cleaning	\$7,688	
Mezzanine Sink	\$1,831	
Replace or Repair Front Doors, fix locks	\$2,000	
Reinstall Children's Room Desk	\$1,000	
Wood stock for window stops at 5/8"	\$1,000	
Wiring for gas alarm/shut off	\$2,000	
Rent of Eagle storage container	\$100	
Signage	\$2,500	
• Furniture	\$35,000	
Soft Cost PGA Reimbursables	\$12,909	
 Soft Cost PGA for AKF HVAC Design and Electrical Review 	\$8,000	
ADDITIONAL CREDITS		-\$12,074
Mezzanine Railing	-\$6,632	-
Door and Frame	-\$2,542	
Children's Room Electrical (credit)	-\$2,900	
TOTAL ADDITIONAL COSTS (NET OF CREDITS)		\$136,781

WESTON LIBRARY RENOVATION Weston, CT

	Subtotals	Totals
UNKNOWN COSTS (ESTIMATE) Flooring Prep to Mitigate Moisture Issues Renovate Two bathrooms Furniture Storage Balance HVAC System		\$97,000
TOTAL PROJECT COST		\$1,659,615
ADDITIONAL SOURCES OF FUNDS Town FY16-17 General Admin, General Supply for Staff Furniture Town FY15-16 Encumbered from Library Account Town FY16-17 Building Repair Capital Appropriation WPL Library Board Additional Appropriation	\$5,000 \$6,755 \$25,000 \$34,000	\$70,755
TOTAL PROJECT FUNDING (BASE AND ADDITIONAL)		\$1,547,113
TOTAL NET SHORTFALL At 6.5% of Total Project Cost		(\$112,502) \
Financial Analysis		
* INITIAL CONSTRUCTION COST (LESS SOFT COSTS AND FURNITURE) Project size 11,630 sf Cost per/sf \$95 (Estimated \$300/500 Police Station)		\$1,103,311
* TOTAL CONSTRUCTION COST (LESS SOFT COSTS AND FURNITURE) Project size 11,630 sf Cost per/sf \$110 (Estimated \$300/500 Police Station)		\$1,274, 183

BOARD of SELECTMEN
SPECIAL MEETING
October 26, 2016 at 11:30am
TOWN HALL MEETING ROOM

Present: Acting First Selectman Dennis Tracey, Selectman Chris Spaulding, Animal Control Officer Mark Harper, Administrative Assistant Randi Derene, Weston Residents

This meeting was videotaped and recorded. The tapes are available in the Selectmen's office. The meetings are available for viewing online via the Town's website.

Mr. Tracey called the meeting to order at: 11:30am

Pledge of Allegiance: led by Dennis Tracey

Discussion/decision regarding permission to hunt deer on additional Town owned properties: Mark Harper. Mr. Harper asked the Selectmen for permission to hunt deer (with bow and arrow only, no guns) on the following Town owned properties: Transfer Station (10 deer), Moore Property (6 deer), and the back of Lachat Farm (6 deer). Mr. Harper stated that there will still be a healthy population of deer left behind. He plans on starting hunting as soon as possible and will be done by end of January. All hunters will first need to get permits signed by the First Selectman and letters will be sent out to all adjoining neighbors notifying them of the upcoming hunt. Mr. Spaulding moved to grant permission to hunt deer on the following Town properties: Transfer Station (10 deer), Moore Property (6 deer), and the back of Lachat Farm (6 deer), effective immediately until the end of January. Mr. Tracey modified the motion to state subject to the requirement that anyone seeking to use a bow and arrow for hunting, which is the only weapon available, first obtain a permit from the town and that letters be sent to adjacent homeowners. Mr. Tracey seconded. Motion carried unanimously.

Discussion/decision regarding approval of BOS meeting minutes of: September 8th, 26th and October 4th. Mr. Spaulding made a motion to approve the BOS Minutes from September 8th, 26th, and October 4th. Mr. Tracey seconded. Motion carried unanimously.

Meeting Adjourned: 11:44am

Respectfully Submitted,
Randi Derene, Administrative Assistant

Approved: November 3, 2016

BOARD of SELECTMEN SPECIAL MEETING October 26, 2016 at 11:30am TOWN HALL MEETING ROOM Board of Selectmen Meeting Minutes November 3, 2016

Present: Acting First Selectman Dennis Tracey, Selectman Chris Spaulding, Town Administrator Tom Landry, Administrative Assistant Randi Derene, Weston Residents

This meeting was videotaped and recorded. The tapes are available in the Selectmen's office. The meetings are available for viewing online via the Town's website.

Mr. Tracey called the meeting to order at: 7:30pm

Pledge of Allegiance: led by Dennis Tracey

Proclamation – Joan Lewis Mr. Tracey presented a proclamation to Joan Lewis who is retiring after working for the Town for 28 years.

Discussion/decision to appoint Allesandra Petrino as our Children & Teen Librarian. Ms. Petrino brings to Weston many years of experience with child and teen programs, modern technology and trends. She is very excited to bring fresh ideas to Weston. Mr. Spaulding moved to appoint Alessandra Petrino as Weston's Children and Teen Librarian. Mr. Tracey seconded. Motion carried unanimously.

Discussion/decision to appoint David Allon to Lachat Town Farm Commission for a term to end December 31, 2019. Mr. Allon has been involved in farming since he graduated high school. He is passionate about organic farming and sustainability. Mr. Spaulding moved to appoint David Allon to Lachat Town Farm Commission for a term to end December 31, 2019. Mr. Tracey seconded. Motion carried unanimously.

Discussion/decision to appoint AnnMarie Fontana as the Administrative Assistant to the Conservation Commission. Ms. Fontana has been working as an Administrative Floater in Town Hall. She is thankful and appreciative to be given this opportunity. Mr. Spaulding moved to appoint AnnMarie Fontana as the Administrative Assistant for the Planning and Zoning and Conservation Commissions. Mr. Tracey seconded. Motion carried unanimously.

Board of Selectmen Meeting Minutes November 3, 2016

Discussion regarding the proposed Dog Park – John Conte Mr. Conte presented a drawing of the Moore Property with the proposed Dog Park. Parking facility, drainage, grading, and maintenance that would be needed. The next step Mr. Conte will be making is getting quotes for staking and tree flagging which needs to be done before Planning & Zoning and Conservation come out to review property. The Selectmen agreed he should move forward to get these estimates.

Discussion/decision regarding re-instating the Sustainability Committee. Mr. Spaulding said there is a lot of interest among residents and students. At this time we are collecting letters of interest along with political affiliation. Mr. Spaulding read the previous mission statement of the Weston Select Committee of Sustainability (see attached). Mr. Tracey feels this committee would be an asset to our town. Mr. Spaulding moved that the BOS form a Select Committee on Sustainability consisting of 7 members following town's practice of having a bare majority. Mr. Tracey modified the motion by adding that the committee be guided by the mission statement (see attached) which can be adjusted as necessary, and making the term for members 2 years. Mr. Tracey seconded. Motion carried unanimously.

Discussion of Strategic Planning Committee: Website Launch Marc Karasu of the Marketing Committee presented "The Weston Way" – a proposed website for the Town of Weston. The Idea behind the website is to have a place for potential residents, realtors and current residents to turn to for information and marketing our town. The committee is still working on finalizing links, listening to suggestions, figuring out budget needs and deciding who would maintain the site.

Discussion/decision to approve Budget Review Schedule 2017-18 Mr. Spaulding made a motion to approve the Budget Review Schedule for 2017-18. Mr. Tracey seconded. Motion passed unanimously.

Property Tax Refunds Mr. Spaulding moved to approve the Property Tax Refunds as listed on the November 3rd agenda for the total amount of \$994.56. Mr. Tracey seconded. Motion carried unanimously.

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November 3, 2016
Acting First Selectman Update

Route 57 Construction Mr. Tracey spoke about Rt 57 and the concerns about safety, especially during the winter months. The completion of the project is not set to finish until 2018, but could occur earlier. Construction is now active on the site. — The contractor will widen the road around River Road and they will, if necessary divert traffic around Old Weston Road. They will also be discussing giving Weston priority with sand and salt. This project will continue to be monitored closely.

Police Department Renovation — There were two possible designs presented at the recent Police Commission meeting. One option would be the expansion towards the library and the other option is expanding towards the fire department. The Police Commission unanimously approved the entrance and expansion to the PD on the library side. One side of building will be for emergency vehicle access and the other side of building would be for public access. There is not a unanimous agreement with all emergency services so this discussion will need to continue.

Minute's approval - October 6th and 26th Mr. Spaulding moved to approve the October 6th and 25th BOS minutes. Mr. Tracey seconded. Motion carried unanimously.

Executive session Mr. Spaulding moved to enter into Executive Session to discuss the Town Administrator search, legal update and the tentative agreement with Communications Center Bargaining Unit. Mr. Tracey seconded. Motion carried unanimously.

Public Session Adjourned: 9:56pm

Respectfully Submitted,

Randi Derene, Administrative Assistant

Board of Selectmen
Executive Session Meeting Minutes
November 3, 2016

ATTENDANCE: The meeting was convened at 9:03 pm in the Town Hall Meeting Room with members Dennis Tracey and Chris Spaulding present. Counsel Patricia Sullivan and Town Administrator Landry were also present.

Board of Selectmen Meeting Minutes November 3, 2016

DISCUSSION: The Board received an update on general litigation from Counsel Sullivan. Mr. Spaulding left the room for the presentation regarding the Steep Hill Renewables case. Attorney Sullivan left the meeting at the conclusion of her presentation. Mr. Tracey provided an update on contract discussions with a prospective Town Administrator candidate. Mr. Landry provided an update on the tentative agreement with the Dispatch unit.

No votes were taken.

ADJOURN EXECUTIVE SESSION: At 9: 55 pm, a motion (CS, DT second) to adjourn executive session and resume in open session passed unanimously.

UPSEU COMMUNICATIONS CENTER AGRREMENT: A motion to accept the tentative agreement specifying the terms of a contract agreement for the period July 1, 2016- June 30, 2018, dated October 11, 2016 (attached) passed unanimously (CS motion, DT second).

ADJOURN: At 9:59 pm, a motion (DT, CS second) to adjourn the meeting passed by unanimous vote.

Minutes Approved: December 1, 2016

The Weston Select Committee for Sustainability

The Weston Select Committee on Sustainability is dedicated to providing Weston's residents with opportunities to implement sustainable practices that will achieve long-term well being. The word "sustainability" encompasses the following: reducing negative human impact on the environment while restoring and protecting the basic health of our air, land, and water. The Committee will be a source of information for residents and businesses with a commitment to promoting awareness and civic involvement through education by offering continuous outreach to the community. In addition, the Committee will offer recommendations to the Board of Selectmen, taking advantage of federal, state, and other programs/funding, by including a research component to its work, as well as developing and recommending "sustainability ordinances." The Committee will also work with neighboring communities to position Fairfield County as a leader in the movement toward state, national and global sustainability.

Board of Selectmen Meeting (Special) November 16, 2016 at 7:30pm Town Hall Meeting Room

Present: First Selectman Nina Daniel, Selectman Chris Spaulding, Town Administrator Tom Landry, Administrative Assistant Randi Derene, Weston Residents

Selectman Dennis Tracey joined the meeting via telephone.

This meeting was videotaped and recorded. The tapes are available in the Selectmen's office. The meetings are available for viewing online via the Town's website.

Ms. Daniel called the meeting to order at: 7:30pm

Pledge of Allegiance: led by Eli Albert

Discussion/decision to accept the resignation of Phil Schaefer from the Board of Education, effective November 16, 2016. Mr. Spaulding moved to accept the resignation of Phil Schaefer from the Board of Education November 16, 2016. Ms. Daniel seconded. Motion carried unanimously.

Phil Schaefer, for a term to end November 5, 2019. Ms. Albert has volunteered with the PTO, Little League, Lacrosse etc., specifically as treasurer using her accounting background. She is looking forward to being a part of the budget process. Mr. Spaulding moved to appoint Gina Albert to the Board of Education, to fill a vacancy left by Phil Schaefer, for a term to end November 5, 2019. Ms. Daniel seconded. Motion carried unanimously. Ms. Gina Albert was then officially sworn in by Randi Derene.

Discussion/decision to hire Frank Katz for the position of Highway Maintainer - Public Works Director Joe Lametta. Mr. Katz has been working for the town of Wilton part time in their public works department. Mr. Lametta is certain that Mr. Katz is a very good candidate and hopes he will stay with the department for many years. Mr. Spaulding moved to hire Frank Katz for the position of Highway Maintainer. Mr. Tracey seconded. Motion carried unanimously.

Discussion/decision regarding proposal for professional cost estimate for renovation of Police Station/Dispatch. This item is being tabled until the next BOS Meeting.

Discussion/decision regarding approval of up to \$700 to outline and stake proposed Dog Park parking lot – Mark Harper and John Conte Mr. Conte is asking for \$700 to outline and stake the proposed park so that they can go ahead to the next step and get construction costs. This will help when construction companies come to see the site so they can get accurate

Board of Selectmen Meeting (Special) November 16, 2016 at 7:30pm Town Hail Meeting Room

measurements. The staking also would be needed for conservation and planning commissions for when they visit the site to make evaluations for approvals. The stakes will outline the park and the driveway. (20 points will be staked for the \$700). Mr. Spaulding moved to approve a supplemental appropriate of up to \$700 to outline and stake proposed Dog Park and parking lot. Mr. Tracey seconded. Motion passed unanimously.

Discussion/decision regarding storm water management requirements, regulations and permits – Town Engineer John Conte and CDM Consultant Cindy Bowman. Ms. Bowman explained that stormwater regulations and permits are changing next year. These changes are being driven by federal and state forces. The PowerPoint attached explains current process and new regulations.

Mr. Tracey left the meeting

Discussion/decision to approve the 2017 Schedule of Selectmen Meetings. Mr. Spaulding moved to approve the 2017 Schedule of Selectmen Meetings. Ms. Daniel seconded. Motion carried.

First Selectman Updates:

a. Norfield Tree There was a public hearing for the Norfield Tree on November 10th. Weston Tree Warden, Bill Lomas, submitted his decision letter (see attached).

Executive Session: Mr. Spaulding moved to enter Executive Session to discuss Labor Negotiations and the Town Administrator Search. Ms. Daniel seconded. Motion carried

Public Session adjourned: 8:47pm

Respectfully Submitted,

Randi Derene, Administrative Assistant

Board of Selectmen Executive Session Meeting Minutes November 16, 2016

Board of Selectmen Meeting (Special) November 16, 2016 at 7:30pm Town Hall Meeting Room

ATTENDANCE: The meeting was convened at 8:48 pm in the Town Hall Meeting Room with members Nina Daniel and Chris Spaulding present. Town Administrator Landry was also present.

DISCUSSION: The Board received an update on the status of negotiations with both the Town Hall and DPW bargaining units. The Board also received an update on contract discussions with a prospective Town Administrator candidate.

No votes were taken.

ADJOURN EXECUTIVE SESSION: At 9: 56 pm, a motion (CS, ND second) to adjourn executive session and resume in open session passed unanimously.

ADJOURN: At 9:57 pm, a motion (CS, ND second) to adjourn the meeting passed by unanimous vote.

Minutes Approved: December 1, 2016

Board of Selectmen (Special)
November 22, 2016 at 10:30am
Town Hall Meeting Room

Present: First Selectman Nina Daniel, Selectman Chris Spaulding, Town Administrator Tom Landry, Administrative Assistant Randi Derene, Weston Residents

Selectman Dennis Tracey joined the meeting via telephone.

This meeting was videotaped and recorded. The tapes are available in the Selectmen's office. The meetings are available for viewing online via the Town's website.

Ms. Daniel called the meeting to order at: 10:30am

Pledge of Allegiance: led by Bill Brady

Discussion/decision regarding the appointment of new Town Administrator and authorization of the First Selectman to enter into an employment agreement for the purpose. Ms. Daniel introduced Jonathan Luiz. The Selectmen are all very pleased with their choice in candidate. Mr. Tracey welcomed Mr. Luiz, stating they are very lucky to have a Town Administrator for 15 years who has done a fabulous job, and look forward to that work being continued. Mr. Spaulding was very impressed with the way Mr. Luiz navigated through the contract process. Mr. Luiz was very thorough in his process. Mr. Spaulding moved to appoint Jonathan Luiz as Town Administrator and the authorization of First Selectman to enter into an employment agreement dated November 22nd, with a starting date of January 9th, 2017. Ms. Daniel seconded. Motion carried unanimously.

Mr. Luiz thanked the Selectmen, Tom Landry and the Town for the opportunity to serve Weston.

Meeting adjourned: 10:38am

Respectfully Submitted,

Randi Derene, Administrative Assistant

Minutes Approved: December 1, 2016



Office of the First Selectman

Board of Selectmen Meeting December 1, 2016 at 7:30pm Town Hall Meeting Room

- 1- Pledge of Allegiance
- 2- Thank and honor EMS
- 3- Discussion/decision to reappoint Ellen Weyrauch to the Children & Youth Commission for a term to end December 31, 2019
- 4- Discussion/decision to reappoint Carol Baldwin to the Historic District Commission for a term to end December 31, 2021
- 5- Discussion/decision to reappoint Jon Weingarten as a member of the SW CT EMS Council for a term to end December 31, 2018.
- 6- Discussion/decision to reappoint Betsy Peyreigne, Moira Relac and Jane Young Anglim to the Veteran's Affairs Committee for terms to end December 31, 2018.
- 7- Discussion/decision to reappoint Mark Harper as Weston's Animal Control Officer for a term to end December 31, 2017.
- 8- Discussion/decision to reappoint Helen de Keijzer to the Commission on Aging for a term to end December 31, 2018
- 9- Discussion/decision regarding moving forward with PD renovation/expansion project.
- 10- Property Tax Refunds

Daimler Trust	\$1,357.17
BMW Financial Service	\$280.86
Honda Leasing	\$31.30
Nissan Infiniti Lt	\$532.94
US Bank NA	\$ <u>1,185,35</u>
TOTAL:	\$3,387.62

NO # 3:24

11- Minutes approval: November 3rd ,16th and 22nd

- 12- First Selectmen Updates: Strategic Planning Committee (Dennis Tracey)
- 13- Any other business to come properly before this meeting
- 14- Adjourn



Office of the First Selectman

Board of Selectmen Meeting December 15, 2016 at 7:30pm Town Hall Meeting Room

- 1- Pledge of Allegiance.
- 2- Discussion/decision regarding the Westport/Weston Health District's appointment of Michael Vincelli as our Drought Coordinator.
- 3- Discussion/decision to hire Lynn Pokorny as our Administrative Floater, effective January 3, 2017.
- 4- Discussion/decision to appoint Vicki Thomas to the Veteran's Committee for a term to end December 31, 2018.
- 5- Discussion/decision to reappoint Robert Nordlinger to the Board of Ethics for a term to end December 31, 2018.
- 6- Discussion/decision to appoint Chris Kimberly to the Historic District Commission for a term to end December 2021
- 7- Discussion/decision to reappoint Bruce Lorenzten to the Commission on Aging for a term to end December 31, 2018
- 8- Discussion/decision to reappoint the following members to the Library Building Committee for a term to end December 31, 2017: Amy Sanborn, Michael Bellacosa, Barbara Groves, Amy Jansen, Anne Hunt, Lynne Langlois, Pam Kersey, Richard Ross, Denis Toner, Allen Swerdlowe, David Coprio, Jack Davidoff, William Proceller, Robert Soloff, Richard Wolf, Carrie Pianin and Karen Tatarka.
- 9- Discussion/decision to accept the resignation of Judy Saffan from the Lachat Town Farm Commission effective December 7, 2016.
- 10- Discussion/decision regarding Dog Park cost estimates, informational presentation by John Conte.
- 11- Discussion/decision regarding supplemental appropriation request in the amount of \$15,000 related to the cost and custody of rescued birds.

DE本 1:49

- 12- Discussion/decision regarding acceptance of CT Green Bank grant in the amount of \$4,500 to be used as partial payment for purchase and installation of an air conditioning unit for the Senior Center.
- 13- First Selectmen Updates: Yearend report
- 14- Any other business to come properly before this meeting
- 15- Executive Session:
 - a. Update regarding the status of contract negotiation with the Highway Unit
 - b. Discussion regarding a tentative agreement with the Town Hall Unit
 - c. Discussion regarding possible increases for non-union personnel

16- Adjourn